



***ROANOKE CITY COUNCIL
SPECIAL SESSION***

***MAY 12, 2003
9:00 A.M.***

COUNCIL CHAMBER

AGENDA

Call to Order – Roll Call.

The Invocation will be delivered by Vice-Mayor C. Nelson Harris.

The Pledge of Allegiance to the Flag of the United States of America will be led by Mayor Ralph K. Smith.

NOTICE:

Today's special meeting will be televised live on RVTv Channel 3. The meeting will be replayed on Channel 3 on Wednesday, May 14, 2003, at 7:00 p.m., and Sunday, May 18, 2003, at 4:00 p.m. Closed captioning for the hearing impaired will not be offered for today's meeting.

ANNOUNCEMENTS:

THE CITY CLERK'S OFFICE NOW PROVIDES THE MAJORITY OF THE CITY COUNCIL AGENDA ON THE INTERNET FOR VIEWING AND RESEARCH PURPOSES. TO ACCESS AGENDA MATERIAL, GO TO THE CITY'S HOMEPAGE AT WWW.ROANOKEGOV.COM, CLICK ON THE ROANOKE CITY COUNCIL ICON, CLICK ON MEETINGS AND AGENDAS, AND DOWNLOAD THE ADOBE ACROBAT SOFTWARE TO ACCESS THE AGENDA.

ANY PERSON WHO IS INTERESTED IN SERVING ON A CITY COUNCIL APPOINTED AUTHORITY, BOARD, COMMISSION OR COMMITTEE IS REQUESTED TO CONTACT THE CITY CLERK'S OFFICE AT 853-2541, OR ACCESS THE CITY'S HOMEPAGE AT WWW.ROANOKEGOV.COM TO OBTAIN AN APPLICATION.

PRESENTATIONS AND ACKNOWLEDGEMENTS:

Presentation by the Roanoke Regional Chamber of Commerce. Barton J. Wilner, Chair, Roanoke Regional Chamber of Commerce.

Statement of Purpose. Mayor Smith.

Introduction and Consideration of Ordinances and Resolutions:

1. An Ordinance amending Section 32-217, Levied rate, Article IX, Admissions tax, Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, to increase the admissions tax on stated admission charge to events held at the Roanoke Civic Center, Stadium and Amphitheatre facilities from 6.5 per cent to 9 per cent; setting the admissions tax at 5.5 per cent on the stated admission charge to events held at any other places of amusement or entertainment in the City; providing for an effective date; and dispensing with the second reading by title of this ordinance.

O 9; P 11

2. An Ordinance amending Section 32-276, Tax levied; amount, Code of the City of Roanoke (1979), as amended, to provide for an increase in the special tax imposed on the consumers of telephone service to offset costs attributable to the enhanced 911 Emergency Telephone System; providing for an effective date; and dispensing with the second reading by title of this ordinance. O 13;
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3. An Ordinance amending Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, by the addition of a new Article XV, Short-term Rental Tax, consisting of Sections 32-300 - 32-311, pursuant to the authority contained in Section 58.1-3510.1, Code of Virginia (1950), as amended; providing for an effective date, and dispensing with the second reading by title of this ordinance. O 17;
P 24

4. An Ordinance changing the rate structure and establishing a revised rate schedule for certain sewage treatment charges; directing amendment of the Fee Compendium; establishing effective dates for the revised rates; and dispensing with the second reading by title of this ordinance. O 26;
P 28

5. A Resolution amending the City's Fee Compendium to increase the fees for impoundment of animals, photocopy fees at the libraries, and refuse collection in the Central Business District; and establishing effective dates. R 32;
P 34

6. A Resolution providing for an amendment of the fees charged at Century Station Parking Garage, Church Avenue Parking Garage, Gainsboro Parking Garage, Market Square Parking Garage, Tower Parking Garage, Williamson Road Parking Garage, Bullitt Avenue Surface Parking Lot, Church Avenue Surface Parking Lot, Gainsboro Surface Parking Lot, Salem Avenue Surface Parking Lot, Viaduct Surface Parking Lot, and Williamson Road Surface Parking Lot; authorizing the City Manager to modify, waive, or reduce such parking fees under certain conditions; providing for assessment of certain fees for late payment or nonpayment of such parking fees; and directing amendment of the Fee Compendium. R 49

7. A certificate of the Director of Finance advising that funds required for the 2003-2004 General Fund, Water Fund, Water Pollution Control Fund, Civic Facilities Fund, Parking Fund, Market Building Operations Fund, Department of Technology Fund, Fleet Fund, Risk Management Fund, School Fund, School Food Services Fund, and Grant Fund budgets will be available for appropriation. P 57
8. An Ordinance to adopt and establish a Pay Plan for officers and employees of the City, effective July 1, 2003; providing for certain salary adjustments and merit increases; authorizing annual salary increments for certain officers and employees for use of private motor vehicles; authorizing annual salary increments for sworn police officers assigned to the Criminal Investigation Division; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are certified as Emergency Medical Technicians; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are members of the Regional Hazardous Materials Response Team; providing for continuation of a police career enhancement program; providing for continuation of a Firefighter/Emergency Medical Technician merit pay program; providing for a Community Oriented Policing Effort program; providing for payment of a monthly stipend to certain board and commission members; establishing the annual salaries of the Mayor, Vice-Mayor and Council Members for the fiscal year beginning July 1, 2004; repealing Ordinance No. 35847-051302, adopted May 13, 2002, to the extent of any inconsistency; providing for an effective date; and dispensing with the second reading by title of this ordinance. O 58
9. An Ordinance establishing compensation for the Sheriff, Treasurer, Commissioner of the Revenue, Commonwealth's Attorney and Clerk of Circuit Court for the fiscal year beginning July 1, 2003; authorizing execution of revised contracts with the Sheriff, Treasurer, Commissioner of the Revenue and Clerk of Circuit Court with respect to their employees participating in the City's Classification and Pay Plans, to reflect a revised method for establishing the compensation of these officers; and dispensing with the second reading by title of this ordinance. O 64

10. An Ordinance adopting the annual General Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 66
11. An Ordinance adopting the annual Water Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 71
12. An Ordinance adopting the annual Water Pollution Control Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 73
13. An Ordinance adopting the annual Civic Facilities Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 75
14. An Ordinance adopting the annual Parking Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 77
15. An Ordinance adopting the annual Market Building Operations Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 79
16. An Ordinance adopting the annual Department of Technology Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 80
17. An Ordinance adopting the annual Fleet Management Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 82

18. An Ordinance adopting the annual Risk Management Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 84
19. An Ordinance adopting the annual School Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 86
20. An Ordinance adopting the annual School Food Services Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 90
21. An Ordinance adopting the annual Grant Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance. B/O 92
22. A Resolution authorizing the City Manager to submit an approved Annual Update to the Consolidated Plan for FY 2003-2004 to the United States Department of Housing and Urban Development (HUD) for final review and approval, and authorizing execution of the appropriate documents for acceptance of such funding. R 94;
P 96
23. A Resolution endorsing the update to the Capital Improvement Program submitted by the City Manager by letter of May 12, 2003. R 107;
P 109
24. An Ordinance to amend and reordain certain sections of the 2003-2004 Capital Projects Fund Appropriations, and dispensing with the second reading by title of this ordinance. B/O 112
25. An Ordinance providing for certain supplemental benefits under the City of Roanoke Pension Plan to certain members of such Plan and certain of their surviving spouses; providing for an effective date; and dispensing with the second reading by title of this ordinance. O 114

A communication from Vice-Mayor C. Nelson Harris, Chair, City Council Personnel Committee, requesting that Council convene in a Closed Meeting to discuss the performance of a Council-Appointed Officer, pursuant to Section 2.2-3711 (A)(1), Code of Virginia (1950), as amended.

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CERTIFICATION OF CLOSED SESSION.

**MOTION AND CERTIFICATION
WITH RESPECT TO
CLOSED MEETING**

FORM OF MOTION:

I move, with respect to any Closed Meeting just concluded, that each member of City Council in attendance certify to the best of his or her knowledge that (1) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and (2) only such public business matters as were identified in any motion by which any Closed Meeting was convened were heard, discussed or considered by the members of Council in attendance.

PLEASE NOTE:

1. The forgoing motion shall be made in open session at the conclusion of each Closed Meeting.
2. Roll call vote included in Council's minutes is required.
3. Any member who believes there was a departure from the requirements of subdivisions (1) and (2) of the motion shall state prior to the vote the substance of the departure that, in his or her judgement, has taken place. The statement shall be recorded in the minutes of City Council.

WMH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending §32-217, Levied rate, of Article IX, Admissions tax, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, in order to increase the admissions tax on the stated admission charge to events held at the Civic Center, Stadium and Amphitheatre from six and one-half percent (6.5%) to nine percent (9%); and setting the admissions tax at five and one-half percent (5.5%) on the stated admission charge to events held at any other places of amusement or entertainment in the City; dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Section 32-217, Levied rate, of Article IX, Admissions tax, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, is hereby amended and reordained to read and provide as follows:

§32-217. Levied rate.

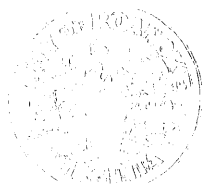
A tax on the amount paid for the admission to any place of amusement or entertainment is hereby levied upon and shall be collected from every person who pays an admission charge to such place. The rate of this tax shall be *(i) nine percent (9%) of the stated admission charge for each person admitted or for each ticket sold at the City's civic centers, stadiums and amphitheatres, and (ii) five and one-half percent (5.5%)* ~~six and one-half (6.5) percent~~ of the stated admission charge for each person admitted or for each ticket sold *at all other places of amusement or entertainment*. Except as otherwise provided in section 32-218, if any person is admitted free to any place of amusement or entertainment at any time when an admission charge is made to other persons, an equivalent tax is hereby levied upon, and shall be collected from, such person so admitted free of an admission charge, which tax shall be based on the price charged to such other persons of the same class for the same or similar accommodations.

2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after January 1, 2004.

ATTEST:

City Clerk.



CITY OF ROANOKE

OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591

Telephone: (540) 853-2333

Fax: (540) 853-1138

CityWeb: www.roanokegov.com

May 12, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Proposed Admissions Tax
Rate Adjustment

Background:

Phase II of improvements to the Civic Center facility was approved for inclusion in the Capital Improvement Program as part of the FY 2002-03 budget. This project includes construction of 45,000 square feet of open exhibit space, a new kitchen, new truck dock, relocated cooling tower, administrative offices, improvements to the auditorium, offices and locker rooms for sports teams and a marquee on I-581. The total cost of Phase II is approximately \$14.9 million, and a \$14.3 million bond issue is needed to fund the project. In order to generate adequate revenues to service the debt, a 1.5 percent city-wide rate increase in the City's Admissions Tax was approved in the FY 2003 budget with the intent to request General Assembly approval during the 2003 session for authority to levy a higher tax rate at Civic Facilities in FY 2004.

Considerations:

In the General Assembly's 2003 session, the City was granted approval to levy a higher Admissions Tax rate for events held at the Civic Center and Stadium/Amphitheater than for events held at all other facilities. In order to service the debt on Phase II improvements, a 9% rate is recommended for events held at the Civic Center and Stadium/Amphitheater. This higher rate allows for a reduction of the current rate of 6.5% for events held at all other facilities in the City to 5.5%. The rate increase would be effective January 1, 2004.

Honorable Mayor and Members of Council
May 12, 2003
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Recommended Action:

Approve the attached ordinance amending Section 32-217 of the City Code adjusting the admissions tax to 9% on events held at the Civic Center and Stadium/Amphitheater facilities and 5.5% on events held at all other facilities in the City, effective January 1, 2004.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:afs

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM03-00064

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending and reordaining §32-276, Tax levied; amount, of the Code of the City of Roanoke (1979), as amended, to provide for an increase in the special tax imposed on the consumers of telephone service to offset costs attributable to the enhanced 911 Emergency Telephone System; providing for an effective date; and dispensing with the second reading by title paragraph of this ordinance.

WHEREAS, pursuant to §58.1-3813, Code of Virginia (1950), as amended, City Council has established an enhanced 911 Emergency Telephone System ("E-911") and has imposed a special tax on the consumers of telephone service; and

WHEREAS, the current tax is insufficient to offset recurring maintenance, repair and system upgrade costs, and salaries or portions of salaries of dispatchers paid by the City which are directly attributable to the E-911 system only.

THEREFORE, BE IT ORDAINED by the Council of the City of Roanoke that:

1. Section 32-276, Tax levied; amount, of the Code of the City of Roanoke (1979), as amended, is hereby amended and reordained to read and provide as follows:

§32-276. Tax levied; amount.

There is hereby imposed and levied by the city upon every purchaser of local telephone service a tax in the amount of ~~one dollar and forty-five cents (\$1.45)~~ *two dollars (\$2.00)* per month per telephone line. This tax shall be paid by the purchaser to the seller of local telephone service for the use of the

city to offset recurring maintenance, repair, and system upgrade costs, and salaries or portions of salaries of dispatchers paid by the city which are directly attributable to the E-911 system only.

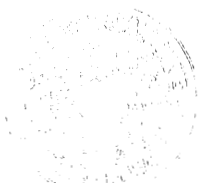
2. The tax increase authorized by this ordinance shall be in force and effect upon and after October 1, 2003.

3. The City Clerk is directed to forward an attested copy of this ordinance by certified mail, return receipt requested, to the registered agent of the service provider required to collect the tax so that an attested copy will be received by such registered agent at least one hundred and twenty (120) days prior to October 1, 2003.

4. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

ATTEST:

City Clerk.



CITY OF ROANOKE

OFFICE OF THE CITY MANAGER

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May 12, 2003

Honorable Ralph K. Smith, Mayor
 Honorable C. Nelson Harris, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable William H. Carder, Council Member
 Honorable M. Rupert Cutler, Council Member
 Honorable Alfred T. Dowe, Jr., Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Enhanced 9-1-1 Tax Rate

Background:

The Commonwealth of Virginia authorizes any locality providing Enhanced 9-1-1 (E9-1-1) service to its citizens to impose a special tax on the consumers of telephone service in order to support the cost of operations. Section 58.1-3813.1 of the Code of Virginia limits the rate to a monthly fee not to exceed \$3.00 per telephone line. The tax is collected by telephone companies and remitted to the locality. Amounts collected are to be used solely to pay for capital and operating expenses incurred by the locality to provide the service.

Considerations:

The City of Roanoke currently has an E9-1-1 rate of \$1.45 per month which was increased in 1997 from \$0.99 to help pay for the regional 800 Mhz radio system upgrade. The current rate of \$1.45 per month generates approximately \$1.2 million in revenue and funds only 49% of the total cost of the E9-1-1 Center. In FY 2004, the E9-1-1 center will need additional personnel to answer the substantial volume of wireless E9-1-1 calls mandated but not fully funded by the State.

The administration recommends a \$0.55 increase in the tax rate to bring the monthly rate to \$2.00. This will fund 80% of the E9-1-1 center's operating costs, including the additional personnel. A \$3.01 rate would be needed to fully fund the total cost of the E9-1-1 center. An October 1, 2003 effective date is required to meet the 120 day notice requirement mandated by State Code to allow phone companies time to adjust their systems for the

Honorable Mayor and Members of Council
May 12, 2003
Page 2

new rate. Based on the October effective date, it is estimated that the City will collect an additional \$373,542 in FY 2004.

Recommended Action:

Approve the attached ordinance amending Section 32-276 of the City Code adjusting the Enhanced 9-1-1 tax to \$2.00 per month effective October 1, 2003.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:afs

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM03-00065

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE amending Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, by the addition of a new Article XV, Short-term Rental Tax, consisting of §§32-300 through 32-311, pursuant to the authority contained in §58.1-3510.1, Code of Virginia (1950), as amended; providing for an effective date, and dispensing with the second reading of this ordinance by title.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, is hereby amended by the addition of a new article, Article XV, entitled Short-term Rental Tax, which Article shall read and provide as follows:

**ARTICLE XV.
SHORT-TERM RENTAL TAX**

§32-300. Definitions.

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

Affiliated. Any common ownership interest, in excess of five percent (5%), of any officers or partners in common with the lessor and lessee.

Certificate of registration. A certificate issued by the commissioner of the revenue to persons engaged in the short-term rental business in the city who make application for such certificate pursuant to §32-303.

Daily rental property. All tangible personal property held for rental and owned by a person engaged in the short-term rental business, as defined in this section, except trailers as defined in §46.2-100, Code of Virginia,

and other tangible personal property required to be licensed or registered with the department of motor vehicles, the department of game and inland fisheries or the department of aviation.

Gross proceeds. The total amount charged, including penalties, late charges or interest, to each person for the rental of daily rental property from a short-term rental business with a valid certificate of registration, excluding any state and local sales taxes paid pursuant to Chapter 6 of Title 58.1, Code of Virginia. Gross proceeds is the taxable basis for the daily rental tax.

Gross rental receipts. All proceeds from rentals during the calendar year, except that proceeds from rental of personal property which also involves the provision of personal services for the operation of the personal property rented shall not be treated as gross receipts from rental. For purposes of this section, the delivery and installation of tangible personal property shall not mean operation.

Short-term rental business. Any person engaged in the short-term rental of daily rental property as defined in this section if not less than eighty percent (80%) of the gross rental receipts of such business in any year are from transactions involving rental periods of ninety-two (92) consecutive days or less, including all extensions and renewals to the same person or a person affiliated with the lessor; and provided, that any rental to a person affiliated with the lessor shall be treated as rental receipts but shall not qualify for purposes of the eighty percent (80%) requirement. Any person who grosses less than four thousand dollars (\$4,000.00) in any year in short-term rental receipts from such business shall not be deemed to be engaged in the short-term rental business for purposes of this article.

§32-301. Levy and rate of short-term rental tax.

Pursuant to §58.1-3510.1, Code of Virginia, and in addition to all other taxes of every kind now or hereinafter imposed by law, the city hereby levies and imposes on every person engaged in the short-term rental business a tax of one percent (1%) on the gross proceeds, as defined in §32-300 of this article, of such business. Such tax shall be in addition to the tax levied pursuant to §58.1-605, Code of Virginia.

§32-302. Exemptions from short-term rental tax.

(a) No tax hereunder shall be collected or payable on rentals to the Commonwealth of Virginia, to any political subdivision of the Commonwealth, or to the United States.

(b) No tax hereunder shall be collected or payable for any rental of durable medical equipment as defined in subdivision 2 of §58.1-609.f, Code of Virginia.

(c) All rentals exempt from the Virginia Sales and Use Tax pursuant to Chapter 6 of Title 58.1, Code of Virginia shall be exempt from this short-term rental tax.

(d) All exemptions from this tax claimed by short-term rental businesses at the time of payment of collected taxes shall be proved by filing of appropriate documentation as directed by the commissioner of the revenue and are subject to verification by the commissioner at any time.

§32-303. Short-term rental business application for certificate of registration.

Every person engaging in the business of short-term rental, as defined in §32-300, shall file an application for a certificate of registration with the commissioner of the revenue for each place of business in the city from which short-term rental business will be conducted by the applicant. Such application shall be filed within thirty (30) days of the beginning of a short-term rental business. The application shall be on a form prescribed by the commissioner of the revenue and shall contain:

(a) The name under which the applicant intends to operate the rental business;

(b) The location in the city from which the rental business will be conducted as well as the location of the rental business headquarters;

(c) The total gross receipts from all business conducted at the business location during the preceding year, including the applicant's total gross rental receipts and the total receipts from short-term rental of daily rental property;

(d) A list of all property owned or leased or licensed to the short-term rental business as of January 1 of the current use year for short-term rental with the name and address of the owner of such property;

(e) Such other information as the commissioner may require; and

(f) An oath by the person making application or an officer, partner or duly authorized agent for such applicant that it is in fact qualified for tax treatment as a short-term rental business, that it shall collect only those short-term rental taxes due under the law in the time and manner prescribed by law, and that it shall remit all short-term rental taxes collected or due and owing to the city.

§32-304. Issuance and effect of certificate of registration for short-term daily rental business.

Upon approval of the application required by §32-303 of this article by the commissioner of the revenue, a certificate of registration shall be issued for each location from which a short-term rental business is to be conducted or operated in the city by the applicant. The certificate shall be produced for inspection at the request of the commissioner of revenue or the commissioner's sworn deputies. The certificate is not assignable and shall be valid only for the person in whose name it is issued and the place of business designated.

§32-305. Collection and record-keeping.

(a) Every person engaged in the short-term rental business with a valid certificate of registration from the commissioner of the revenue shall collect this short-term rental tax from the lessee of the daily rental property at the time of the rental.

(b) The person collecting this tax shall maintain a record of all rental transactions for which this tax is collected which record shall contain:

- (1) A description of the property rented;
- (2) The period of time for which the property was rented;
- (3) The name of the person to whom the property was rented; and
- (4) The amount charged for each rental, including all late charges, penalties and interest.

(c) Every person engaged in the short-term rental business shall maintain a complete record of all exemptions from payment of this tax granted to renters of daily rental property, including, in addition to the information specified in subsection (b) of this section:

- (1) A copy of the Virginia Department of Taxation tax-exemption certificate; or
- (2) A copy of the United States tax-exemption certificate, which certificate must specify that the renter is exempt from sales tax; or
- (3) Other explanation and proof of a claimed exemption.

Sec. 32-306. Filing of quarterly tax returns and remittance of tax.

(a) Each certified short-term rental business under the provisions of this article shall file a quarterly tax return with the commissioner of the revenue, indicating for the quarter just past:

- (1) The total business gross receipts of the return filer;
- (2) The gross proceeds derived from the short-term rental business;
- (3) All rental gross proceeds claimed to be exempt from the short-term rental tax and documentation of each such claim;
- (4) The total daily rental tax due the city for the previous quarter's short-term rental business.

(b) Each return shall be accompanied by payment of the taxes due and owing or collected by the certified, short-term rental business. The quarterly return and payment of tax shall be filed with the commissioner of the revenue on or before the twentieth day of each of the months of April, July, October and January, representing, respectively, the gross proceeds and taxes collected during the preceding quarters ending March 31, June 30, September 30 and December 31.

§32-307. Taxes held in trust for city.

The taxes required to be collected under this article shall be deemed to be held in trust by the person required to collect such taxes until remitted as required in this article.

§32-308. Penalties and interest—Failure to file return or pay over taxes.

If any person fails to file the returns required by this section or fails or refuses to remit to the commissioner of the revenue the tax collected and paid under this article at the time specified in this article, or who makes a false or fraudulent return with intent to evade the tax levied, or who makes a false claim for refund, shall be subject to the penalties and interest provided for in §58.1-635, Code of Virginia, *mutatis mutandis*. The assessment of such penalty or interest shall not be deemed a defense to any criminal prosecution for failure to comply with any of the requirements of this article.

§32-309. Uncertified renters prohibited from collecting tax.

No person renting any property or services to any other person shall collect from the lessee the short-term rental tax authorized by this article unless he has a valid certificate of registration issued for the current year by the

commissioner of the revenue. Any taxes collected in this manner not authorized by law shall be forfeited to the city.

§32-310. Criminal penalties.

Any person subject to the provisions of this article failing or refusing to file a return herein required to be made, or failing or refusing to file a supplemental return or other data required by the commissioner of the revenue, or who makes a false or fraudulent return with the intent to evade the tax hereby levied, or who makes a false or fraudulent claim for a refund, or who gives or knowingly receives a false or fraudulent exemption certificate, or who violates any other provision of this article, punishment for which is not otherwise herein provided, shall be guilty of a Class 1 misdemeanor. Conviction of a violation under this section shall not relieve any person from payment, collection or remittance of the tax provided for in this article.

§32-311. Taxation of rental property that is not daily rental property.

Except for daily rental passenger cars, rental property that is not daily rental property shall be classified for taxation pursuant to §58.1-3503, Code of Virginia.

§32-312. Collection of tax.

The provisions of §58.1-625, Code of Virginia, relating to the manner of collecting the local retail sales and use tax, shall apply *mutatis mutandis* to the collection of the short-term rental tax, except that the commissioner of the revenue shall assess the tax due, and the treasurer shall collect it, instead of the Department of Taxation.

§32-313. Absorption of tax prohibited.

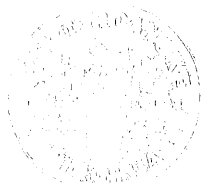
No person shall advertise or hold out to the public, directly or indirectly, that he will absorb all or any part of the short-term rental tax, or that he will relieve the consumer or lessee of the payment of all or part of such tax, except as may be authorized under §§58.1-627 or 58.1-628, Code of Virginia. Any person who violates this section shall be guilty of a Class 2 misdemeanor.

2. The tax imposed by this ordinance shall be in full force and effect on October 1, 2003.

3. Pursuant §12 of the Roanoke City Charter, the second reading of this ordinance by title paragraph is hereby dispensed with.

ATTEST:

City Clerk.



CITY OF ROANOKE OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

May 12, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Short-Term Rental Tax

Background:

The Code of Virginia classifies property owned by a business for short-term rentals as merchant's capital, and as such, is subject to a Merchant's Capital Tax that can be levied by a locality. However, localities that have a Business License Tax, such as Roanoke, cannot also levy a Merchant's Capital Tax. As a result, property owned by a business for short-term rentals in Roanoke, and other similar localities, is not subject to any type of personal property tax. To offset this tax system inequity, Code of Virginia Section 58.1-3510.1 offers localities the option to levy a tax on short-term rental businesses of up to 1% of gross proceeds, excluding sales tax.

Short-term rental property may consist of videos, furniture, construction equipment or any other property that is rented on a short-term basis, excluding vehicles and trailers. A business is considered to be engaged in the short-term rental business if not less than 80% of gross rental receipts are from transactions involving rental periods of 92 consecutive days or less.

Considerations:


A 1% tax rate on daily rental business in the City will affect approximately 20 businesses and is estimated to generate \$104,167 for FY 2004 based on a September 1, 2003 implementation date. In years after FY 2005, the tax is expected to generate approximately \$125,000 in revenues. Of our neighboring localities, the City of Salem implemented a short-term rental tax in 1999, and Roanoke County has considered the tax but has not yet implemented it. Six cities in the Virginia's First Cities Coalition have

implemented a 1% rate on rental gross proceeds. A September 1, 2003 effective date would allow time for businesses to adjust their systems to provide for proper collection and remittance of the tax to the City.

Recommended Action:

Approve the attached ordinance adopting a 1% short-term rental tax on gross proceeds from daily rental activity with an effective date of September 1, 2003.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Darlene L. Burcham", written in a cursive style.

Darlene L. Burcham
City Manager

DLB:afs

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM03-00066

WWT

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE changing the rate structure and establishing a revised rate schedule for certain sewage treatment charges; directing amendment of the Fee Compendium; establishing effective dates for the revised rates; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. The revised rates for sewage treatment charges for the City of Roanoke shall be as set forth below with other rates and related charges to continue as previously established, all as further set forth in the letter from the City Manager, dated May 12, 2003, including Exhibit A thereto. The revised rates are as follows:

- a. Increase Standard Treatment Charge from \$1.62 per 100 cubic feet of water used to \$1.94 per 100 cubic feet, effective July 1, 2003.
- b. A subsequent increase in the Standard Treatment Charge Fee from \$1.94 per 100 cubic feet of water used to \$2.23 per 100 cubic feet, effective July 1, 2004.
- c. Special Industrial Sewage Treatment Charges shall be eliminated effective July 1, 2003.

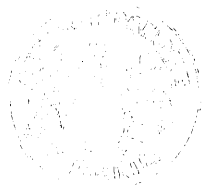
2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the foregoing amended fees, rates, and charges established by this Ordinance.

3. The fees, rates, and charges established by this Ordinance shall remain in effect until amended by the Council.

4. Pursuant to Section 12 of the Roanoke City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk



CITY OF ROANOKE

OFFICE OF THE CITY MANAGER

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May 12, 2003

Honorable Ralph K. Smith, Mayor
 Honorable C. Nelson Harris, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable William H. Carder, Council Member
 Honorable M. Rupert Cutler, Council Member
 Honorable Alfred T. Dowe, Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Changes to Sewage
 Treatment Charges

The Special Consent Order entered into by the City of Roanoke and the Commonwealth of Virginia requires improvements to the Regional Water Pollution Control Plant to address wet weather capacity needs. Construction costs are estimated at \$43.6M with total project costs estimated at \$47.7M. The total includes construction as well as the design costs, property acquisition, and construction of new road segments to serve areas of the neighborhood around the plant affected by the expansion. The City's share of this project is estimated at \$23.6M.

A sewage standard treatment charge increase is needed to meet the project's funding requirements. The current sewage standard treatment charge of \$1.62 per 100 cubic feet (100 cu ft.) became effective July 1, 1999. Staff from the Departments of Utilities and Finance worked together to develop the following recommended rate changes:

- A 20% increase effective July 1, 2003 from \$1.62 to \$1.94 per 100 cu ft.
- A 15% increase effective July 1, 2004 from \$1.94 to \$2.23 per 100 cu ft.
- Elimination of Special Industrial Sewage Treatment Charges under the Industrial Cost Recovery part of the Fee Compendium effective July 1, 2003.

The recommended rate increase is expected to generate \$1.4 million in revenue for FY 04 and \$2.7 million annually starting in FY 05. This funding level will meet the expected principal and interest payments of the planned improvements as well as to address operating costs of the expanded facility including funding for future capital requirements.

A residential consumer generating 5,000 gallons of wastewater a month can expect to see an increase of \$2.16 per month, from \$10.80 to \$12.96, for FY 04 and \$1.91 per month, from \$12.96 to \$14.87, for FY 05. The total increase from the current sewage standard treatment charge is \$4.07 per month. The state average wastewater bill as reported by the 2002 Virginia Municipal League and Virginia Association of Counties joint survey is \$22.03 per month.

Elimination of the Special Industrial Sewage Treatment Charges is also recommended. This charge was intended to assess industrial customers that discharge high strength waste to the City's wastewater collection system additional fees for treatment of that higher strength waste. However, less than 10 customers are affected by these requirements. Monitoring and laboratory charges cost these customers an average of \$926 per year, in addition to the program fee which varies by waste discharge. These monitoring charges are not sufficient to cover the costs incurred by the City to administer the program. The sewage standard treatment charge mentioned above applies to these customers.

Recommended Action:

Approve the revised sewage treatment charges as detailed in this letter and as set forth in Exhibit A and amend the City's Fee Compendium to reflect the same.

Respectfully submitted,



Darlene L. Burcham
City Manager

DLB/mtm

c: Jesse A. Hall, Director of Finance
William M. Hackworth, City Attorney
Mary F. Parker, City Clerk

The Honorable Mayor and Members of Council
Sewer Rate Increase
May 12, 2003
Page 3

George C. Snead, Jr., Assistant City Manager for Operations
Michael McEvoy, Director of Utilities
Scott Shirley, Water Pollution Control Division Manager
Dana Long, Manager, Billings and Collections

CM03-00067

EXHIBIT A – TO COUNCIL LETTER DATED MAY 12, 2003

ASSESSING DEPARTMENT:	Billings and Collections
COLLECTION DEPARTMENT:	Treasurer
DESCRIPTION:	Persons making discharges of sewage shall pay a charge to cover collection and treatment of sewage.
SERVICE CHARGE:	Standard Treatment Charge Fees (Per 100 cu. ft. of water used): <div style="text-align: center;"><u>July 1, 2003</u> \$ 1.94 <u>July 1, 2004</u> \$ 2.23</div>
LEGAL AUTHORIZATION:	Ordinance No. 34494, October 4, 1999 Ordinance No. 33831, May 18, 1998 Ordinance No. 31783, December 20, 1993 Roanoke City Code, Section 26-25

WMH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending the City's Fee Compendium to increase the fees for impoundment of animals, photocopy fees at the libraries, and refuse collection in the Central Business District, as set out below; and establishing effective dates.

BE IT RESOLVED by the Council of the City of Roanoke that:

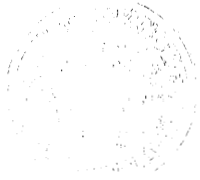
1. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, as since amended, shall be amended to reflect the following fees. The fees established by this Resolution shall remain in effect until amended by this Council.

FEE INCREASE	AMOUNT	EFFECTIVE DATE
Fee charged to animal owners for first impoundment of an animal	\$25.00	July 1, 2003
Daily boarding fee for an impounded animal to include the initial day and all days thereafter.	\$10.00 per day	July 1, 2003
Black and white photocopy fees for the City's Libraries	\$.10 per copy	July 1, 2003
Colored photocopy fees for the City's Libraries	\$1.00 per copy	July 1, 2003
Refuse collection fees in the Central Business District for Restaurant, Office, and Financial Institutions	\$100.00 per month	July 1, 2003
Refuse collection fees in the Central Business District for Specialty Retail, Health, Church and Nonprofit Institutions	\$60.00 per month	July 1, 2003
Service more than once per week for Restaurant, Office, Financial Institutions, Specialty Retail, Health, Church and Nonprofit Institutions	\$10.00	Service more than once per week and fee <u>eliminated</u>

2. Unless otherwise noted above, this Resolution shall be in full force and effect on and after July 1, 2003.

ATTEST:

City Clerk.



CITY OF ROANOKE

OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
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Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
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May 12, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Proposed Fee Schedule
 Changes

Background:

In developing the budget for Fiscal Year 2003-04, City departments were asked to reduce their budgets to help make up for the losses in state aid and find ways to re-engineer services to generate cost savings for their departments. Departments were also asked to look at their fee structures and, where feasible, propose fee schedule changes that maintain fee uniformity between Roanoke and other localities, while recovering the cost of providing services.

The recommended Fiscal Year 2003-04 budget incorporates a number of proposed fee structure changes for animal impoundment, solid waste collection, libraries and parking fees. These proposed changes are reflected in the budget ordinances presented for adoption for fiscal year 2003-04 and would be effective July 1, 2003.

Considerations:

Animal Impoundment Fees:

The City of Roanoke is a participant in the Roanoke Valley Society for the Prevention of Cruelty to Animals (SPCA). With the construction of a new facility, payments due from the City of Roanoke in support of the SPCA have increased \$191,000 for FY 2004. To help recover a portion of the rising cost of our commitment, an increase in several Animal Impoundment Fees is considered necessary. First Impoundment fees are recommended to be increased from \$20 to \$25 and Daily Boarding fees from \$8.75 to \$10. Estimated additional revenue generated by these changes for FY 2004 totals \$5,250.

Solid Waste Collection Fees

The City offers solid waste collection services to residents and businesses inside and out of the Central Business District (CBD). Residential collections are once a week, outside CBD commercial collections are twice a week and for businesses inside the CBD collections are offered up to six times per week. The average monthly cost of collections in the CBD is \$193 per customer. The City's current CBD rate structure is not sufficient to fully fund the cost of providing more than one collection per week at its current rates.

The solid waste management fee schedule has two rate structures, a Central Business District rate and a rate for all other commercial customers outside of the Central Business District. In an effort to collect a larger percentage of our costs it is recommended that CBD collection fees for restaurants, offices and financial institutions be raised from \$50/month to \$100/month and CBD fees for specialty retail shops, health organizations, churches and nonprofits be raised from \$30/month to \$60/month effective July 1, 2003. Businesses outside the central business district would no longer be provided more than one collection per week, and the current fee for this enhanced service level would be eliminated. These businesses would then be provided a similar level of "free" service as residential customers. Additional revenue generated in FY 2004 as a result of the fee changes is estimated to be \$54,000.

Library Copy Fees

The library currently makes available coin-operated copiers for citizen use. The copiers are in need of replacement and new equipment would be obtained through a leasing agreement. The City currently has a city-wide standard photocopy fee for citizens of \$.05 per page. With the high volume experienced on citizen use of library copiers, it is recommended that the libraries establish a rate specifically applicable to the copiers used in their facilities. The new fees for copies would be \$1.00 per color copy and \$.10 per black and white photocopy or laser printed page. Revenue from the fee increases would be partially offset by additional costs incurred for the lease, service and ancillary costs of the new machines generating an estimated net revenue to the City for FY 2004 of approximately \$5,000.

Parking Fees

Current parking fees for City owned or controlled downtown parking facilities were established by resolution numbers 34770-050100, 35558-090401 and 36092-101502. In an effort to establish a more uniform rate structure for the entire parking system, the fees set forth in Attachment A are recommended. The proposed fees include an authorization for the city Manager to reduce any of the fees in Attachment A by up to \$10 if the City Manager determines such a reduction is needed for any of the parking facilities in accordance with the guidelines included as Attachment B. This will allow the City Manager

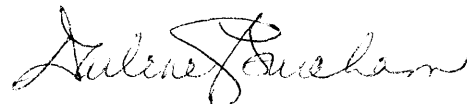
to adjust rates to demands as necessary without requiring Council action. At a future Council meeting, City Administration will present a validation program for businesses in the central business district. This program will allow downtown businesses the option of purchasing parking validation stickers at a discount rate to give to customers that park in City parking facilities. Revenues generated from the proposed fee changes will support additional maintenance needs of the parking facilities.

Current procedures authorize the City Manager to modify or waive parking fees for City sponsored events or for other events as deemed appropriate by the City Manager. It is recommended that these be continued, and furthermore, that they provide that any late payment of monthly parking fees or nonpayment of daily parking fees be subject to the charges set forth in Attachment A. It should also be provided that the parking fees and charges set forth in Attachment A will not be applicable to parking agreements that provide for a specific parking fee or other method of payment for a specific period of time unless otherwise provided for in such agreements or until such agreements expire or are terminated.

Recommended Action:

Approve the attached resolutions and amend the City's Fee Compendium to reflect the changes in animal impoundment fees, solid waste collection fees, library fees and parking fees effective July 1, 2003.

Respectfully submitted,



Darlene L. Burcham
City Manager

DLB:afs

Attachments

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM03-00074

Century Station Garage

Monthly (Unreserved) \$65.00

Monthly (Reserved) \$85.00

Short-Term:

0-1/2 hr. .75

1//2-1hr. 1.50

1-1 1/2hrs 2.25

1 1/2-2hrs 3.00

2-2 1/2hrs 3.75

2 1/2-3hrs 4.25

Over 3hrs 5.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Downtown residents are permitted to park to park in this facility for free with proof of downtown residency and current city property tax decal. This is subject to availability of parking in the garage.

** The City of Roanoke contacts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Church Ave Parking Garage

Monthly (Unreserved) \$65.00

Short-Term:

0-1/2 hr.	.75
1//2-1hr.	1.50
1-11/2hrs	2.25
1 1/2-2hrs	3.00
2-21/2hrs	3.75
21/2-3hrs	4.25
Over 3hrs	5.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Downtown residents are permitted to park to park in this facility for free with proof of downtown residency and current city personal property tax decal. This is subject to availability of parking in City-owned garages.

** The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Gainsboro Garage

Monthly (Unreserved) \$35.00

Short-Term:

0-1/2 hr. .50

1//2-1 hr. 1.00

1-1 1/2 hrs 1.50

1 1/2-2 hrs 2.00

2-2 1/2 hrs 2.50

2 1/2-3 hrs 3.00

3-3 1/2 hrs 3.50

Over 3 1/2 hrs 4.00

Enter Mon-Fri after 4:00pm is free.

Saturday & Sunday free parking.

Monthly Student Rate \$17.50

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

* The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Market Square Garage

Monthly (Unreserved) \$65.00

Monthly (Reserved) \$85.00

Short-Term:

0-1/2 hr. .75

1/2-1hr. 1.50

1-1 1/2hrs 2.25

1 1/2-2hrs 3.00

2-2 1/2hrs 3.75

2 1/2-3hrs 4.25

Over 3hrs 5.00

Enter Mon-Fri between 5:00pm-9:00 pm \$2.00.

Free after 9:00 pm

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Downtown residents are permitted to park to park in this facility for free with proof of downtown residency and current city property tax decal. This is subject to availability of parking in the garage.

** The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Tower Parking Garage

Monthly (Unreserved) \$65.00

Monthly (Reserved) \$85.00

Short-Term:

0-1/2 hr. .75

1//2-1hr. 1.50

1-11/2hrs 2.25

11/2-2hrs 3.00

2-21/2hrs 3.75

21/2-3hrs 4.25

Over 3hrs 5.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Downtown residents are permitted to park to park in this facility for free with proof of downtown residency and current city property tax decal. This is subject to availability in the garage.

** The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Williamson Road Parking Garage

Monthly (Unreserved) \$65.00

Short-Term:

0-1/2 hr.	.75
1//2-1hr.	1.50
1-1 1/2hrs	2.25
1 1/2-2hrs	3.00
2-2 1/2hrs	3.75
2 1/2-3hrs	4.25
Over 3hrs	5.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*The City of Roanoke contracts with Lancor Parking, L.L.C. to manage the garage and collect parking fees.

**Downtown residents are permitted to park in this facility for free with proof of downtown residency and current city property tax decal. This is subject to availability of parking in the garage, per Resolution 33903, July 6, 1998.

Bullitt Ave Surface Lot

Monthly (Unreserved) \$43.00

Short-Term:

0-1/2 hr.	.75
1//2-1hr.	1.50
1-1 1/2hrs	2.25
1 1/2-2hrs	3.00
2-2 1/2hrs	3.75
2 1/2-3hrs	4.50
Over 3hrs	5.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Violation for non-payment daily parking fees is subject to fees as follows: \$10.00 if paid within the first seven days, \$17.50 if paid within seven to fourteen days, and \$25.00 if paid after fourteen days.

** The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Church Ave Surface Lot

Monthly (Unreserved) \$65.00

Short-Term:

0-1/2 hr.	.75
1/2-1hr.	1.50
1-1 1/2hrs	2.25
1 1/2-2hrs	3.00
2-2 1/2 hrs	3.75
2 1/2-3 hrs	4.25
Over 3hrs	5.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Violation for non-payment of daily parking fees is subject to fees as follows: \$10.00 if paid within the first seven days, \$17.50 if paid within seven to fourteen days, and \$25.00 if paid after fourteen days.

** The City of Roanoke contacts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Gainsboro Surface Lot

Monthly (Unreserved) \$35.00

Short-Term:

0-1/2 hr. .50

1//2-1hr. 1.00

1-1 1/2hrs 1.50

1 1/2-2hrs 2.00

2-2 1/2hrs 2.50

2 1/2-3hrs 3.00

3-3 1/2hrs 3.50

Over 3 1/2 hrs 4.00

Enter Mon-Fri after 4:00pm is free.

Saturday & Sunday free parking.

Monthly Student Rate \$17.50

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged. Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Violation for non-payment of daily parking fees is subject to fees as follows: \$10.00 if paid within the first seven days, \$17.50 if paid within seven to fourteen days, and \$25.00 if paid after fourteen days.

** The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Salem Ave Surface Lot

Monthly (Unreserved) \$52.50

Short-Term:

0-1/2 hr.	.50
1/2-1hr.	1.00
1-1 1/2hrs	1.50
1 1/2-2hrs	2.00
2-2 1/2hrs	2.50
Over 2 1/2hrs	3.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Violation for non-payment of daily parking fees is subject to fees as follows: \$10.00 if paid within the first seven days, \$17.50 if paid within seven to fourteen days, and \$25.00 if paid after fourteen days.

** The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Viaduct Surface Lot

Monthly (Unreserved) \$55.00

Short-Term:

0-1/2 hr.	.75
1//2-1hr.	1.50
1-1 1/2hrs	2.25
1 1/2-2hrs	3.00
2-2 1/2 hrs	3.75
2 1/2-3 hrs	4.25
Over 3hrs	5.00

Evening rate 5:00pm – 9:00pm \$2.00

Enter Mon-Fri after 9:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged. Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Violation for non-payment daily parking fees is subject to fees as follows: \$10.00 if paid within the first seven days, \$17.50 if paid within seven to fourteen days, and \$25.00 if paid after fourteen days.

** The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

Williamson Road Surface Lot

Monthly (Unreserved) \$55.00

Short-Term:

0-1/2 hr.	.75
1//2-1hr.	1.50
1-1 1/2hrs	2.25
1 1/2-2hrs	3.00
2-2 1/2hrs	3.50
2 1/2-3hrs	4.00
3-3 1/2hrs	4.50
Over 3 1/2hrs	5.00

Enter Mon-Fri after 5:00pm is free.

Saturday & Sunday free parking.

Any payment of monthly parking fees received more than 5 calendar days after such fees are due is subject to a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than 15 calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee.

The City Manager has the authority to reduce rates up to \$10 in accordance with the guidelines set forth in Attachment B.

*Violation for non-payment of daily parking fees is subject to fees as follows: \$10.00 if paid within the first seven days, \$17.50 if paid within seven to fourteen days, and \$25.00 if paid after fourteen days.

**The City of Roanoke contracts with Lancor Parking, L.L.C. to manage this facility and collect parking fees.

P.T.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION providing for an amendment of the fees charged at Century Station Parking Garage, Church Avenue Parking Garage, Gainsboro Parking Garage, Market Square Parking Garage, Tower Parking Garage, Williamson Road Parking Garage, Bullitt Avenue Surface Parking Lot, Church Avenue Surface Parking Lot, Gainsboro Surface Parking Lot, Salem Avenue Surface Parking Lot, Viaduct Surface Parking Lot, and Williamson Road Surface Parking Lot; authorizing the City Manager to modify, waive, or reduce such parking fees under certain conditions; providing for assessment of certain fees for late payment or nonpayment of such parking fees; and directing amendment of the Fee Compendium.

BE IT RESOLVED by the Council of the City of Roanoke that:

1. The parking fees for the Century Station Parking Garage shall be amended in accordance with the following schedule effective July 1, 2003:

Century Station Parking Garage	
Monthly (unreserved)	\$65.00
Monthly (reserved)	\$85.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
1/2 - 1 hr.	\$1.50
1 - 1 1/2 hrs.	\$2.25
1 1/2 - 2 hrs.	\$3.00
2 - 2 1/2 hrs.	\$3.75
2 1/2 - 3 hrs.	\$4.25
Over 3 hrs.	\$5.00
Enter Monday - Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

2. The parking fees for the Church Avenue Parking Garage shall be amended in accordance with the following schedule effective July 1, 2003:

Church Avenue Parking Garage	
Monthly (unreserved)	\$65.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 – 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 – 2 ½ hrs.	\$3.75
2 ½ - 3 hrs.	\$4.25
Over 3 hrs.	\$5.00
Enter Monday – Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

3. The parking fees for the Gainsboro Parking Garage shall be amended in accordance with the following schedule effective July 1, 2003:

Gainsboro Parking Garage	
Monthly (unreserved)	\$35.00
<u>Short Term</u>	
0-1/2 hr.	\$.50
½ - 1 hr.	\$1.00
1 – 1 ½ hrs.	\$1.50
1 ½ - 2 hrs.	\$2.00
2 – 2 ½ hrs.	\$2.50
2 ½ - 3 hrs.	\$3.00
3 – 3 ½ hrs.	\$3.50
Over 3 ½ hrs	\$4.00
Enter Monday – Friday after 4:00 p.m.	Free
Saturday and Sunday	Free
Monthly Student Rate	\$17.50

4. The parking fees for the Market Square Parking Garage shall be amended in accordance with the following schedule effective July 1, 2003:

Market Square Parking Garage	
Monthly (unreserved)	\$65.00
Monthly (reserved)	\$85.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 – 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 – 2 ½ hrs.	\$3.75
2 ½ - 3 hrs.	\$4.25
Over 3 hrs.	\$5.00
Monday – Friday between 5:00 p.m.- 9:00 p.m.	\$2.00
Enter Monday – Friday after 9:00 p.m.	Free
Saturday and Sunday	Free

5. The parking fees for the Tower Parking Garage shall be amended in accordance with the following schedule effective July 1, 2003:

Tower Parking Garage	
Monthly (unreserved)	\$65.00
Monthly (reserved)	\$85.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 – 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 – 2 ½ hrs.	\$3.75
2 ½ - 3 hrs.	\$4.25
Over 3 hrs.	\$5.00
Enter Monday – Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

6. The parking fees for the Williamson Road Parking Garage shall be amended in accordance with the following schedule effective July 1, 2003:

Williamson Road Parking Garage	
Monthly (unreserved)	\$65.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 – 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 – 2 ½ hrs.	\$3.75
2 ½ - 3 hrs.	\$4.25
Over 3 hrs.	\$5.00
Enter Monday – Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

7. The parking fees for the Bullitt Avenue Surface Parking Lot (sometimes referred to as the “Park” lot) shall be amended in accordance with the following schedule effective July 1, 2003:

Bullitt Avenue Surface Parking Lot	
Monthly (unreserved)	\$43.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 – 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 – 2 ½ hrs.	\$3.75
2 ½ - 3 hrs.	\$4.50
Over 3 hrs.	\$5.00
Enter Monday – Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

8. The parking fees for the Church Avenue Surface Parking Lot (sometimes referred to as the "Nickel" lot) shall be amended in accordance with the following schedule effective July 1, 2003:

Church Avenue Surface Parking Lot	
Monthly (unreserved)	\$65.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 - 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 - 2 ½ hrs.	\$3.75
2 ½ - 3 hrs.	\$4.25
Over 3 hrs.	\$5.00
Enter Monday – Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

9. The parking fees for the Gainsboro Surface Parking Lot shall be amended in accordance with the following schedule effective July 1, 2003:

Gainsboro Surface Parking Lot	
Monthly (un-reserved)	\$35.00
<u>Short Term</u>	
0-1/2 hr.	\$.50
½ - 1 hr.	\$1.00
1 - 1 ½ hrs.	\$1.50
1 ½ - 2 hrs.	\$2.00
2 - 2 ½ hrs.	\$2.50
2 ½ - 3 hrs.	\$3.00
3 - 3 ½ hrs.	\$3.50
Over 3 ½ hrs.	\$4.00
Enter Monday – Friday after 4:00 p.m.	Free
Saturday and Sunday	Free
Monthly Student Rate	\$17.50

10. The parking fees for the Salem Avenue Surface Parking Lot shall be amended in accordance with the following schedule effective July 1, 2003:

Salem Avenue Surface Parking Lot	
Monthly (unreserved)	\$52.50
<u>Short Term</u>	
0-1/2 hr.	\$.50
½ - 1 hr.	\$1.00
1 – 1 ½ hrs.	\$1.50
1 ½ - 2 hrs.	\$2.00
2 – 2 ½ hrs.	\$2.50
Over 2 ½ hrs.	\$3.00
Enter Monday – Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

11. The parking fees for the Viaduct Surface Parking Lot shall be amended in accordance with the following schedule effective July 1, 2003:

Viaduct Surface Parking Lot	
Monthly (unreserved)	\$55.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 – 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 – 2 ½ hrs.	\$3.75
2 ½ - 3 hrs.	\$4.25
Over 3 hrs.	\$5.00
Monday – Friday between 5:00 p.m. – 9:00 p.m.	\$2.00
Enter Monday – Friday after 9:00 p.m.	Free
Saturday and Sunday	Free

12. The parking fees for the Williamson Road Surface Parking Lot shall be amended in accordance with the following schedule effective July 1, 2003:

Williamson Road Surface Parking Lot	
Monthly (unreserved)	\$55.00
<u>Short Term</u>	
0-1/2 hr.	\$.75
½ - 1 hr.	\$1.50
1 – 1 ½ hrs.	\$2.25
1 ½ - 2 hrs.	\$3.00
2 – 2 ½ hrs.	\$3.50
2 ½ - 3 hrs.	\$4.00
3 – 3 ½ hrs.	\$4.50
Over 3 ½ hrs.	\$5.00
Enter Monday – Friday after 5:00 p.m.	Free
Saturday and Sunday	Free

13. The City Manager is hereby authorized to reduce any such parking fees for any of the above parking facilities by up to \$10.00 in accordance with the guidelines set forth in Attachment B to the City Manager's letter to Council dated May 12, 2003.

14. The City Manager is hereby authorized to modify or waive the parking fees for any of the above parking facilities for City sponsored events or other special events, as the City Manager may deem appropriate, all as more particularly set forth in the City Manager's letter to Council dated May 12, 2003.

15. Any payments of monthly parking fees received more than five calendar days after such fees are due may be assessed a late fee of \$5.00 per card in addition to the monthly rate charged.

Any payment of monthly parking fees received more than fifteen calendar days after such fees are due is subject to a \$15.00 per access card reactivation fee, as set forth in the above mentioned letter.

16. Nonpayment of daily parking fees may subject violators to the following fees; \$10.00 if paid within the first seven days after the violation; \$17.50 if paid within seven to fourteen days after the violation; and \$25.00 if paid after fourteen days after the violation.

17. The parking fees set forth herein will not be applicable to parking agreements that provide for a specific parking fee or other method of payment for a specified period of time unless otherwise provided for in such agreements or until such agreements expire or are terminated, as set forth in the above mentioned letter.

18. The above mentioned fees, charges, and related matters will be effective July 1, 2003.

19. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the new fees to be charged at Century Station Parking Garage, Church Avenue Parking Garage, Gainsboro Parking Garage, Market Square Parking Garage, Tower Parking Garage, Williamson Road Parking Garage, Bullitt Avenue Surface Parking Lot, Church Avenue Surface Parking Lot, Gainsboro Surface Parking Lot, Salem Avenue Surface Parking Lot, Viaduct Surface Parking Lot, and Williamson Road Surface Parking Lot.

ATTEST:

City Clerk.



**CITY OF ROANOKE
DEPARTMENT OF FINANCE**

215 Church Avenue, S.W., Room 461
P.O. Box 1220
Roanoke, Virginia 24006-1220
Telephone: (540) 853-2821
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JESSE A. HALL

Director of Finance

email: jesse_hall@ci.roanoke.va.us

ANN H. SHAWVER


Deputy Director

email: ann_shawver@ci.roanoke.va.us

May 12, 2003

TO: Honorable Mayor and Members of City Council
FROM: Jesse A. Hall, Director of Finance
SUBJECT: Certification of Funding

I, Jesse A. Hall, Director of Finance of the City of Roanoke, in accordance with paragraphs (h) and (i) of Section 25.1 of the Charter of the City of Roanoke, do hereby certify that funds required for the 2003 - 2004 General Fund, Water Fund, Water Pollution Control Fund, Civic Facilities Fund, Parking Fund, Market Building Operations Fund, Department of Technology Fund, Fleet Management Fund, Risk Management Fund, School Fund, School Food Services Fund, and Grant Fund budgets will be available for appropriation.



Director of Finance

JAH/g

WMT

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE to adopt and establish a Pay Plan for officers and employees of the City effective July 1, 2003; providing for certain salary adjustments and merit increases; authorizing annual salary increments for certain officers and employees for use of private motor vehicles; authorizing annual salary increments for sworn police officers assigned to the Criminal Investigation Division; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are certified as Emergency Medical Technicians; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are members of the Regional Hazardous Materials Response Team; providing for continuation of a police career enhancement program; providing for continuation of a Firefighter/Emergency Medical Technician merit pay program; providing for a Community Oriented Policing Effort program; providing for payment of a monthly stipend to certain board and commission members; establishing the annual salaries of the Mayor, Vice-Mayor and Council members for the fiscal year beginning July 1, 2004; repealing Ordinance No. 35847-051302, adopted May 13, 2002, to the extent of any inconsistency; providing for an effective date; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Pursuant to §2-69, Code of the City of Roanoke (1979), as amended, there is hereby adopted by the Council and made applicable to all classified officers and employees of the City on July 1, 2003, the Pay Plan hereinafter set out in its entirety, which shall read and provide as follows:

CITY OF ROANOKE, VIRGINIA

PAY PLAN
July 1, 2003

Pay Grade	Minimum Annual Salary	Maximum Annual Salary
4	\$16,811.86	\$25,218.18
5	17,652.70	26,479.18
6	18,976.10	28,464.28
7	20,441.46	30,662.58
8	22,585.16	33,877.74
9	24,956.10	37,434.02
10	27,578.46	41,367.56
11	29,520.92	44,281.64
12	32,915.48	49,373.48
13	36,701.86	55,052.66
14	40,921.66	61,382.10
15	45,627.66	68,441.88
16	51,540.06	77,309.96
17	57,466.76	86,200.40
18	64,075.44	96,112.90
19	72,330.96	108,496.18
20	80,648.88	120,973.58
21	89,923.60	134,885.40

2. The Pay Plan adopted by this Ordinance shall remain in effect until amended by Council.

3. Pursuant to §2-68, Code of the City of Roanoke (1979), as amended, effective July 1, 2003, the City Manager shall promulgate and cause to be distributed among the officers and employees of the City a Classification Plan, consisting of a plan of classification assigning a

pay grade and pay range in accordance with this Ordinance and class code to each position in the classified service of this City.

4. Performance increases, up to four and one quarter percent (4.25%) of the employees' current base salary, may be awarded officers and employees according to their performance scores. For officers and employees appointed or hired after July 1, 2002, performance increases shall be prorated based on number of pay periods served pursuant to policies and procedures promulgated by the City Manager.

5. If, after any applicable salary increases provided for in this Ordinance, any officer's or employee's salary is below the applicable minimum for his or her pay range, such officer's or employee's annual base salary shall be adjusted to the applicable minimum.

6. Annual salary increments payable on a bi-weekly basis are provided for the hereinafter set out job classifications which require the incumbent to privately own or lease a motor vehicle routinely used in the course of conducting City business as follows:

<u>POSITION TITLE</u>	<u>ANNUAL SALARY INCREMENT</u>
Appraiser I	\$ 1,620.00
Appraiser II	\$ 1,620.00
Assistant City Managers (unless City Manager has assigned a City vehicle to the individual Assistant)	\$ 2,000.00
City Attorney	\$ 2,000.00
City Clerk	\$ 2,000.00
Deputy Director of Real Estate Valuation	\$ 1,620.00
Director of Civic Facilities	\$ 2,000.00
Director of Finance	\$ 2,000.00

Director of Real Estate Valuation	\$ 1,620.00
Municipal Auditor	\$ 2,000.00
Supervising Appraiser	\$ 1,620.00
Senior Tax Compliance Administrator	\$ 1,300.00
Water Pollution Control Plant Manager	\$ 1,300.00

If the requirement that any of the foregoing officers or employees own or lease a motor vehicle for routine use in the conduct of City business should be eliminated, then the salary increment established by this Ordinance shall be terminated as of the date of elimination of such requirement.

7. In order equitably to compensate sworn police officers assigned to the Criminal Investigation Division and in lieu of provision by the Police Department of uniforms and accessories, each such officer shall be accorded an annual salary increment of \$600.00 payable on a bi-weekly basis as a uniform allowance.

8. Each employee of the Fire-Emergency Medical Services Department hired by the City as a Firefighter prior to April 18, 1991, who has received Emergency Medical Technician certification and actively participates in the City's First Responder Program shall be accorded an annual salary increment of \$1,200 payable on a bi-weekly basis.

9. Each employee of the Fire-Emergency Medical Services Department who has been certified to either the Specialist or Technician level for the handling of hazardous materials and who is a member of the Regional Hazardous Materials Response Team shall be accorded an annual salary increment of \$1,200 payable on a bi-weekly basis.

10. The City Manager is authorized to continue a police career enhancement program to provide pay incentives to police officers below the supervisory level. Such program may

include consideration for training, formal education, experience, and specialized assignments. The annual pay supplement shall range from \$922 to \$4,115 payable on a bi-weekly basis.

11. The City Manager is authorized to begin a Community Policing Specialist program to provide pay incentives to police officers. Such program may include consideration for training and community participation. The annual pay supplement is two percent (2%) of base salary.

12. The City Manager is authorized to continue a merit pay program for Firefighter/Emergency Medical Technicians who attain a cardiac technician certificate. The annual pay supplement shall be in the amount of \$1,769 payable on a bi-weekly basis. If a qualified employee is receiving an EMT stipend, pursuant to the provisions of Paragraph 8, above, then the employee shall, in addition to the EMT stipend, receive the difference between such stipend and the merit pay authorized hereby.

13. A pay stipend of \$100 per month, or \$1,200 annually, paid bi-weekly, shall continue to be awarded to members of the City Planning Commission and the Board of Zoning Appeals upon attainment of certification through the Virginia Certified Planning Commissioner Program and the Virginia Certified Board of Zoning Appeals Program, respectively. New appointees will be required to attain certification within one year of the date of appointment

14. When any salary increase provided in paragraphs 4, 10, 11 or 12 of this Ordinance would cause an officer or employee to exceed the maximum annual pay range applicable to such officer's or employee's position, such officer or employee shall receive a salary increase only in such amount as will not exceed the maximum pay range for such officer's or employee's position.

15. For the fiscal year beginning July 1, 2004, and ending June 30, 2005, and for succeeding fiscal years unless modified by action of this Council, the annual salaries of the Mayor, Vice-Mayor and each member of Council shall be as follows:

Mayor \$19,050.00

Vice-Mayor and Council Members \$ 14,816.00.

The Mayor and members of Council shall continue to receive such other benefits as have previously been authorized by Council.

16. To the extent of any inconsistency, Ordinance No. 35847-051302, adopted May 13, 2002, is hereby REPEALED.

17. Any increase in compensation due to any officer or employee due under this ordinance shall be first paid beginning with the paycheck of July 2, 2003.

18. This provisions of this ordinance shall be in full force and effect on and after July 1, 2003.

20. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

ATTEST:

City Clerk.

WMH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE establishing compensation for the Sheriff, Treasurer, Commissioner of Revenue, Commonwealth's Attorney, and Clerk of Circuit Court for the fiscal year beginning July 1, 2003; authorizing execution of revised contracts with the Sheriff, Treasurer, Commissioner of Revenue and Clerk of Circuit Court with respect to their employees participating in the City's Classification and Pay Plans, to reflect a revised method for establishing the compensation of these officers; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. As of July 1, 2003, for the fiscal year beginning July 1, 2003, and ending June 30, 2004, and for succeeding fiscal years unless modified by ordinance duly adopted by this Council, the annual salaries of the City's Constitutional officers shall be their current salaries (which are based on the salaries for their offices as authorized in the 2003 Appropriations Act of the Commonwealth, all of which, with the exception of the Clerk of the Circuit Court, are for such officers serving populations of 100,000 to 174,999) plus 2.25%, totaling as follows:

Sheriff	-	\$90,937
Treasurer	-	\$84,955
Commissioner of Revenue	-	\$84,955
Commonwealth's Attorney	-	\$112,752
Clerk of Circuit Court	-	\$101,296

2. Any increase in compensation due to any officer or employee under this Ordinance shall be first paid with the paycheck of July 2, 2003.

3. On and after January 1, 2004, each Constitutional Officer shall have added to his annual salary the sum of \$3,750, which sum has heretofore been paid annually to the ICMA in a lump sum on behalf of each Constitutional Officer as deferred compensation. After January 1, 2004, such payments to the ICMA will cease, and the \$3,750 will be paid to each Constitutional Officer in equal bi-weekly amounts as part of the Constitutional Officer's regular salary.

4. The City Manager is hereby authorized, for and on behalf of the City, in order to implement this ordinance and to provide for the pay increase authorized herein, to execute revised contracts with the Commissioner of Revenue, Treasurer, Sheriff, and Clerk of Circuit Court, pertaining to their employees participating in the City's Classification Plans; this ordinance shall not take effect with regard to any such officer's salary until such revised contract has been executed by him.

5. It is the intent of Council that, in future years, the Constitutional Officers will receive the average percentage increase approved by City Council for City employees.

6. This ordinance shall remain in effect until amended or repealed by ordinance duly adopted by City Council.

7. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual General Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the General Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a General Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

General Property Taxes	\$ 83,500,217
Other Local Taxes	60,866,657
Permits, Fees and Licenses	907,302
Fines and Forfeitures	1,296,130
Revenue from Use of Money and Property	1,093,091
Grants-in-Aid Commonwealth	45,711,128
Grants-in-Aid Federal Government	34,300
Charges for Current Services	10,975,195
Miscellaneous	416,874
	<hr/>
Total Revenues	<u><u>\$ 204,800,894</u></u>

Appropriations

Treasurer	\$ 820,058
Clerk of Circuit Court	1,105,291
Juvenile and Domestic Relations Court Services	1,629,873
Juvenile and Domestic Relations Court Clerk	29,489

Magistrate		3,071
General District Court		34,750
Circuit Court		437,809
Commissioner of the Revenue		841,048
Sheriff	\$ 1,925,541	
Jail	<u>11,592,161</u>	13,517,702
Commonwealth's Attorney	\$ 1,185,033	
Cost Collections Unit	<u>68,836</u>	1,253,869
City Council		237,027
City Attorney		814,585
City Clerk		505,112
Real Estate Valuation	\$ 989,178	
Board of Equalization	<u>20,257</u>	1,009,435
Municipal Auditing		500,886
Department of Finance	\$ 1,705,285	
Office of Billings and Collections	<u>1,222,279</u>	2,927,564
Residual Fringe Benefits		1,912,991
Miscellaneous		100,000
Transfers to School Fund		48,889,446
Transfers to Greater Roanoke Transit Company		1,030,451
Transfers to Debt Service Fund		15,342,832
Transfer to Other Funds		6,118,417
Electoral Board		277,825
Office of Communications		311,233
City Manager		743,204
Memberships and Affiliations		2,275,056
Personnel Lapse		(1,001,481)
Contingency		1,343,121
Roanoke Arts Commission		322,482
Economic Development		597,290
Human Resources	\$ 1,058,304	
Occupational Health Clinic	<u>343,761</u>	1,402,065

Department of Management and Budget		810,184
E911 Center	\$ 2,096,584	
E911 Wireless	217,544	
Telecommunications	<u>558,707</u>	2,872,835
Director of General Services	\$ 147,585	
Management Services	103,116	
Purchasing	<u>283,010</u>	533,711
Custodial Services	\$ 1,084,879	
Building Maintenance	<u>3,305,746</u>	4,390,625
Fire Administration	\$ 695,653	
Fire Support	670,239	
Fire Operations	12,016,172	
Fire Airport Rescue	735,034	
Emergency Medical Services	<u>2,079,682</u>	16,196,780
Director of Public Works	\$ 262,085	
Transportation - Streets and Traffic	4,078,314	
Transportation - Paving	2,074,983	
Transportation - Snow Removal	257,632	
Transportation - Street Lighting	944,963	
Transportation - Engineering & Operations	1,352,344	
Solid Waste Management	5,954,862	
Engineering	<u>1,498,885</u>	16,424,068
Planning and Development	\$ 1,073,486	
Building Services	<u>685,170</u>	1,758,656
Neighborhood Partnership	\$ 143,008	
Citizens Service Center	96,192	
Housing and Neighborhood Services	<u>1,140,513</u>	1,379,713
Parks	\$ 2,718,984	
Recreation	1,415,291	
Parks & Recreation Administration	1,002,035	
Parks & Recreation Youth Services	<u>274,050</u>	5,410,360

Director of Human Services/Social Services	\$ 1,375,933	
Income Maintenance	4,723,104	
Social Services - Services	9,253,957	
Revenue Maximization	49,359	
Employment Services	1,201,643	
Foster Parent Training	111,915	
Human Services Support	<u>112,847</u>	16,828,758

Virginia Institute for Social Services		
Training Activities		344,059
Hospitalization		77,897

Outreach Detention	\$ 224,377	
Youth Haven	536,558	
Crisis Intervention	<u>514,156</u>	1,275,091

Health Department		1,139,300
Mental Health		417,617
Human Services Committee		540,159
Total Action Against Poverty		224,742
Comprehensive Services Act (CSA)		8,871,302
CSA - Administration		64,246
Virginia Cooperative Extension Service		68,989

Police Administration	\$ 448,091	
Police Investigation	2,647,863	
Police Patrol	9,960,008	
Police Services	2,753,547	
Police Training	473,536	
Police Animal Control	<u>637,623</u>	16,920,668

Libraries	\$ 2,609,811	
Law Library	<u>126,940</u>	2,736,751

Environmental and Emergency Management		<u>181,882</u>
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Total Appropriations		<u><u>\$ 204,800,894</u></u>
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2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 General Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Water Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Water Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Water Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 14,235,299
Non-Operating	276,000
	<hr/>
Total Revenues	<u>\$ 14,511,299</u>

Appropriations

Utility Administration	\$ 394,138
General Operating Expenses	1,778,490
Water Pumping Station and Tanks	903,185
Water Purification	2,261,799
Utility Line Services	3,363,624
Depreciation/Capital Outlay	2,975,946
Debt Service	2,834,117
	<hr/>
Total Appropriations	<u>\$ 14,511,299</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Water Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Water Pollution Control Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Water Pollution Control Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Water Pollution Control Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 11,175,439
Non-Operating	<u>170,200</u>
Total Revenues	<u><u>\$ 11,345,639</u></u>

Appropriations

Administration	\$ 2,460,272
Maintenance	1,296,124
Operations	2,575,111
Laboratory	179,715
Lateral Maintenance and Replacement	1,924,651
Depreciation/Capital Outlay	130,053
Debt Service	<u>2,779,713</u>
Total Appropriations	<u><u>\$ 11,345,639</u></u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Water Pollution Control Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Civic Facilities Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Civic Facilities Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Civic Facilities Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 4,158,362
Non-Operating	<u>1,083,685</u>
Total Revenues	<u><u>\$ 5,242,047</u></u>

Appropriations

Operating Expenses	\$ 2,975,195
Promotional Expenses	581,574
Concessions	533,965
Catering	229,933
Victory Stadium	285,321
Depreciation/Capital Outlay	53,616
Debt Service	<u>582,443</u>
Total Appropriations	<u><u>\$ 5,242,047</u></u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Civic Facilities Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Parking Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Parking Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Parking Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 2,576,984
Non-Operating	<u>2,845,800</u>
Total Revenues	<u>\$ 5,422,784</u>

Appropriations

Parking Coordination	\$ 49,785
Century Station Parking Garage	150,300
Williamson Road Parking Garage	244,401
Market Square Parking Garage	121,945
Church Avenue Parking Garage	333,500
Tower Parking Garage	225,740
Gainsboro Parking Garage	104,576
Church Avenue Surface Lot	11,231
Bullitt Avenue Surface Lot	39,352
Salem Avenue Surface Lot	8,105

Gainsboro Surface Lot	18,859
Norfolk Avenue Surface Lot	19,857
Williamson Road Surface Lot	29,970
Debt Service	<u>4,065,163</u>

Total Appropriations	<u>\$ 5,422,784</u>
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2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Parking Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Market Building Operations Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Market Building Operations Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Market Building Operations Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 329,043
Total Revenues	<u>\$ 329,043</u>

Appropriations

Operating	\$ 329,043
Total Appropriations	<u>\$ 329,043</u>

2. That this ordinance shall be known and cited as the 2003-04 Market Building Operations Fund Appropriation Ordinance; and

3. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Department of Technology Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Department of Technology Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Department of Technology Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 4,954,133
Non-Operating	563,052
	<hr/>
Total Revenues	<u>\$ 5,517,185</u>

Appropriations

Operating Expenses	\$ 4,814,600
Depreciation/Capital Outlay	541,338
Debt Service	161,247
	<hr/>
Total Appropriations	<u>\$ 5,517,185</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Department of Technology Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Fleet Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Fleet Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Fleet Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 4,691,494
Non-Operating	<u>567,521</u>
Total Revenues	<u><u>\$ 5,259,015</u></u>

Appropriations

Operating Expenses	\$ 3,149,338
Debt Service	557,522
Depreciation/Capital Outlay	<u>1,552,155</u>
Total Appropriations	<u><u>\$ 5,259,015</u></u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Fleet Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Risk Management Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Risk Management Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Risk Management Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 12,036,920
Non-Operating	<u>215,000</u>
Total Revenues	<u><u>\$ 12,251,920</u></u>

Appropriations

Risk Management Administration	\$ 1,001,920
Risk Management – Other Expenses	<u>13,037,704</u>
Total Appropriations	<u><u>\$ 14,039,624</u></u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Risk Management Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual School Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the School Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a School Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Grants-in-Aid Commonwealth	\$ 44,486,858
State Sales Tax (ADM)	9,162,397
Grants-in-Aid Federal Government	119,048
Other School Revenue	2,104,608
Interest on Investments	100,000
Transfer from General Fund	<u>48,889,446</u>
 Total Revenues	 <u><u>\$ 104,862,357</u></u>

Appropriations

Instruction	\$ 80,091,243
Administrative Services	2,629,478
Attendance and Health Services	1,468,940
Transportation	4,249,038
Operation/Maintenance of Plant	10,773,172

Facilities	388,805
Other Uses of Funds	<u>5,261,681</u>

Total Appropriations	<u><u>\$ 104,862,357</u></u>
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School Grants

Revenues

Title I	\$ 4,295,154
Even Start	112,500
Title I Delinquent	55,252
Comprehensive School Reform	200,000
Title V-A	126,276
Title II-A	1,042,150
Title III	50,000
Governor's School	1,392,408
Flow Through	2,534,815
Child Specialty Services	72,264
Juvenile Detention Home	477,260
Preschool Incentive	136,069
Special Education Jail Program	170,173
Special Education Capacity Building	42,165
Adult Basic Education	222,026
Apprenticeship	125,897
Perkins Act	413,397
Regional Adult Education Spec.	35,000
Regional Adult Literacy	212,271
GED Testing	18,612
Workplace Education	26,913
Regional Adult Basic Education	58,595
Adult Education in the Jail	22,041
Alternative Education	1,447,622
Drug Free Schools	138,724
Roanoke Adolescent Health Partnership	159,071
Grants Management	78,000
Homeless Grant	40,000
Schools Instructional Technology	856,000
Enhance Education Through Technology	<u>121,695</u>
Total Revenues	<u><u>\$ 14,682,350</u></u>

Appropriations

Title I	\$ 4,295,154
Even Start	112,500
Title I Delinquent	55,252
Comprehensive School Reform	200,000
Title V-A	126,276
Title II-A	1,042,150
Title III	50,000
Governor's School	1,392,408
Flow Through	2,534,815
Child Specialty Services	72,264
Juvenile Detention Home	477,260
Preschool Incentive	136,069
Special Education Jail Program	170,173
Special Education Capacity Building	42,165
Adult Basic Education	222,026
Apprenticeship	125,897
Perkins Act	413,397
Regional Adult Education Spec.	35,000
Regional Adult Literacy	212,271
GED Testing	18,612
Workplace Education	26,913
Regional Adult Basic Education	58,595
Adult Education in the Jail	22,041
Alternative Education	1,447,622
Drug Free Schools	138,724
Roanoke Adolescent Health Partnership	159,071
Grants Management	78,000
Homeless Grant	40,000
Schools Instructional Technology	856,000
Enhance Education Through Technology	121,695
	<hr/>
Total Appropriations	<u>\$ 14,682,350</u>

2. That this ordinance shall be known and cited as the 2003-04 School Fund
Appropriation Ordinance; and

3. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual School Food Services Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the School Food Services Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a School Food Services Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Grants-in-Aid Commonwealth	\$ 85,171
Grants-in-Aid Federal Government	3,046,779
Charges for Services	<u>1,726,308</u>
Total Revenues	<u><u>\$ 4,858,258</u></u>

Appropriations

Food Services	<u>\$ 4,858,258</u>
Total Appropriations	<u><u>\$ 4,858,258</u></u>

2. That this ordinance shall be known and cited as the 2003-04 School Food Services Fund Appropriation Ordinance; and

3. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the Grant Fund Appropriations of the City of Roanoke for the fiscal year beginning July 1, 2003, and ending June 30, 2004; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Grant Fund in the fiscal year beginning July 1, 2003, and ending June 30, 2004, shall constitute a Grant Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Virginia Juvenile Community Crime Control Act	\$ 91,000
Total Revenues	<u>\$ 91,000</u>

Appropriations

Enhanced Community Services - Court Services Unit	\$ 91,000
Total Appropriations	<u>\$ 91,000</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this ordinance shall be known and cited as the 2003-04 Grant Fund Appropriation Ordinance; and

4. Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

551
4/9/03

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION authorizing the City Manager to submit an approved Annual Update to the Consolidated Plan for FY 2003-2004 to the United States Department of Housing and Urban Development (HUD) for final review and approval, and authorizing execution of the appropriate documents for the acceptance of such funding.

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires that entitlement localities such as the City of Roanoke submit a 5-Year Consolidated Plan, with Annual Updates, in order to receive Community Development Block Grant (CDBG) funding, HOME Investment Partnership (HOME) funding, and Emergency Shelter Grant (ESG) funding;

WHEREAS, the current 5-Year Consolidated Plan for the City of Roanoke will expire on June 30, 2005;

WHEREAS, citizen input has been received and considered on three occasions: November 14, 2002, March 27 and May 1, 2003, on the 5-Year Consolidated Plan; and

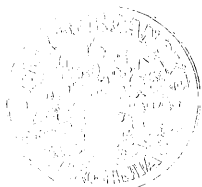
WHEREAS, the Plan must be approved by this Council and received by HUD by May 15, 2003, to ensure timely receipt of new entitlement funds.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that the City Manager, or the City Manager's designee, is hereby authorized, for and on behalf of the City, to submit the approved 5-Year Consolidated Plan to HUD for review and approval, and

to execute the appropriate documents with HUD for receipt of such entitlement funds, said documents to be approved as to form by the City Attorney.

ATTEST:

City Clerk.



CITY OF ROANOKE

OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591

Telephone: (540) 853-2333

Fax: (540) 853-1138

CityWeb: www.roanokegov.com

May 12, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Approval of the 2003-2004
Consolidated Plan Annual
Update

Background:

In order to receive Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Shelter Grant (ESG) funding, the U.S. Department of Housing and Urban Development (HUD) requires that entitlement localities, such as the City of Roanoke, submit a 5-year Consolidated Plan and Annual Updates.

Considerations:

On April 7, City Council received a summary of the draft plan that was distributed to the public on March 27, 2003. Then on April 21, 2003, City Council received the proposed 2003-04 Annual Update as part of the Recommended Resource Allocation Plan. The draft Annual Update was made available for public review and comment for the 30-day period that began April 3 and ended May 2, 2003. Opportunities for citizen input were provided at three public hearings held November 14, 2002, March 27, and May 1, 2003. To ensure that the City's HUD fiscal year begins on July 1, 2003, HUD must receive the Annual Update on May 15, 2003.

The funding for FY 2003-04 would be available from the following sources:

New 2003-04 HUD Entitlements	\$ 3,043,716
Estimated 2003-04 Program Income	615,051
Estimated Prior Year Excess Program Income	355,512
Estimated Prior Year Carry-over	<u>14,358</u>
Total HUD Funds	\$ 4,028,637

The Honorable Mayor and Members of Council
May 12, 2003
Page 2

It is estimated that the \$4.0 million in HUD funds indicated above will leverage as much as an additional \$1.9 million in other public and private funding. Thus, the total investment in the activities included in Annual Update will be approximately \$5.9 million.

Recommended Action:

Authorize the City Manager to submit the 2003-04 Consolidated Plan Annual Update, as abstracted in the attached summary, to HUD for review and approval.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Darlene L. Burcham".

Darlene L. Burcham
City Manager

DLB:vt

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A Hall, Director of Finance
Frank E. Baratta, Budget Team Leader

CM03-00069

2003-2004 HUD Funding Recommendations				
Funding by Category:		Community Development Activities		\$2,765,336
		Economic Development Activities		724,857
		Homeless Services Activities		77,000
		Human Services Activities		341,444
		Planning and Other Activities		120,000
		Total		\$4,028,637
		Breakout: Total 03-04 Funding for "Southeast . . . By Design" and related Activities		\$1,902,915
Funding by Project:				
Project Name	Agency	Current	Requested	For 03-04
Apple Ridge Summer Camp and Reading Program	Apple Ridge Farm	26,000	17,420	17,420
Daycare Services Initiative	Management and Budget	0	15,000	15,000
Demolition	Housing & Neighborhood Svcs	90,000	90,000	90,000
Emergency Assistance Fund	Social Services	55,000	35,000	35,000
Empowering Individuals w/ Disabilities	Blue Ridge Independent Living Center	65,000	43,550	43,550
Fair Housing Activities	Housing & Neighborhood Svcs	25,000	10,000	10,000
Family Services & Pathways Program	Presbyterian Community Center	50,000	50,000	50,000
Family Strengthening	Child Health Investment Partnership	26,816	17,699	17,699
FDETC Business Training Initiative	Fifth District Employment & Training Cons.	25,000	40,000	16,750
Gateways to Homeownership	Housing & Neighborhood Svcs	0	401,771	401,771
Helping Elderly Live Pleasantly	Total Action Against Poverty	100,000	75,250	67,000
Hotel Roanoke 108 Loan Payment	Finance Dept.	552,021	554,507	554,507
Housing Strategy Development	Housing & Neighborhood Svcs	0	50,000	50,000
Independent Housing for Special Needs	Housing & Neighborhood Svcs	0	200,000	200,000
Individual Development Accounts Program	Total Action Against Poverty	0	33,442	33,442
Mandated Historic Review Services	Management and Budget	7,500	5,000	5,000
Mini & Neighborhood Development Grants	Roanoke Neighborhood Partnership	55,000	50,000	50,000
Planning Assistance for Target Neighborhoods	Housing & Neighborhood Svcs	60,000	40,000	40,000
Presby. Community Center Exterior Renovations	Presbyterian Community Center	0	50,000	50,000
RAM House	Roanoke Area Ministries	15,000	16,840	16,840
RAM House Improvements	Roanoke Area Ministries	0	100,000	20,000
Rebuilding Neighborhoods	Rebuilding Together - Roanoke	0	25,000	25,000
Resource Mothers	Health Department	32,237	30,000	20,000
Rke Valley Interfaith Hospitality Network	Rke Valley Interfaith Hospitality Network	11,000	9,900	9,900
Small Business Development Center	Roanoke Regional Chamber of Commerce	105,000	70,350	70,350
Southeast . . . By Design, Year Two	Housing & Neighborhood Svcs, et al.	1,499,594	1,742,265	1,742,265
Southeast Health Care Transportation	Presbyterian Community Center	12,000	18,000	18,000
Summer Camp Scholarships	Boys & Girls Club	0	25,200	25,200
Transition Program	West End Ctr	27,000	17,886	17,886
Transitional Living Center	Total Action Against Poverty	25,000	30,000	20,000
TRUST House	TRUST	25,000	33,000	30,260
Washington Park Housing Enhancement	Rke Redev. and Housing Authority	485,000	200,000	200,000
YMCA 21st Century Learning Center	YMCA Family Center Branch	25,000	37,215	16,750
YMCA Magic Place at Hurt Park & Morningside	YMCA of Roanoke Valley	39,611	32,297	32,297
YWCA Youth Club	YWCA	25,000	16,750	16,750
Totals		\$3,488,779	\$4,877,533	\$4,028,637

FUNDING SUMMARY
Fiscal Year 2003-2004
(All funds estimated and subject to change)

Funding Available

CDBG	2003-2004 Entitlement Grant	\$2,207,000
	2003-2004 Program Income (a)	590,051
	2002-2003 Carry-Over	0
	2002-2003 Excess Program Income	<u>296,770</u>
	Subtotal – CDBG Funds Available	<u>\$3,093,821</u>

HOME	2003-2004 Entitlement Grant	\$759,716
	2002-2003 Program Income (a)	25,000
	2002-2003 Carry-over	14,358
	2002-2003 Excess Program Income	<u>58,742</u>
	Subtotal – HOME Funds Available	<u>\$857,816</u>

ESG:	2003-2004 ESG Entitlement Grant	\$77,000
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Total 2003-2004 CDBG, HOME and ESG Funds Available	<u>\$4,028,637</u>
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<u>Total 2003-2004 CDBG, HOME and ESG Funds Recommended for Allocation</u>	<u>\$4,028,637</u>
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<u>Balance of Funds Available</u>	<u>\$0</u>
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(a) **Estimated Program Income:**

CDBG:	Hotel Roanoke	\$500,000
	RRHA Rental Rehab Loans	25,000
	Other RRHA Projects	15,000
	Homeowner Loans/Atlantic Mortgage	15,000
	Other Income Sources	<u>35,051</u>
		\$590,051

HOME:	RRHA Projects	\$25,000
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DRAFT ANNUAL UPDATE - PROJECT SUMMARIES

Apple Ridge Summer Camp and Reading Adventure Program - (Apple Ridge Farms, Inc.) Provide summer camp and follow-up program to youth, ages 6-16, from Roanoke City public housing communities focusing on increasing environmental awareness and social growth. (Funding Recommended: \$17,420)

CET Pre-Employment Training - (TAP This Valley Works) Provide soft skills training to low/mod residents of the entire city, some of whom are from the Southeast quadrant and all of whom are low/mod income and are unemployed, underemployed, or experiencing difficulty finding and/or keeping employment that pays a living wage. (Funding Recommended: None)

Daycare Services Initiative – (Management and Budget) Funds to conduct an assessment of service needs throughout the community, including taking an inventory of existing day care facilities and programs offered. (Funding Recommended: \$15,000)

Demolition - (Housing and Neighborhood Services) To demolish, or, where appropriate, assist the rehabilitation of, vacant, condemned buildings that are in an advanced state of deterioration and in danger of collapse or failure, or for which rehabilitation is not feasible, and whose owners have failed to abate the unsafe conditions as ordered under the Virginia Building Maintenance Code. (Funding Recommended: \$90,000)

Emergency Assistance Fund - (Social Services) To provide immediate assistance to low-moderate City residents to prevent emergencies such as evictions and termination of utility services. Individuals and families served through this program are at risk of losing their housing and family stability. (Funding Recommended: \$35,000)

Empowering Individuals With Disabilities - (Blue Ridge Independent Living Center) Funding to enhance the independence of individuals with disabilities by home rehabilitation or modifications and to purchase devices or aids needed for daily living. (Funding Recommended: \$43,550)

Fair Housing Activities – (Housing and Neighborhood Services) Funds to be used by the City, including funds made available for Fair Housing Board activities, to implement actions associated with removing impediments to fair housing identified in the 2001 fair housing study. (Funding Recommended: \$10,000)

Family Services and Pathways Program - (Presbyterian Community Center) Provide for an after-school tutoring and homework assistance program for Southeast school children, counseling for children and adults, and educational opportunities for parents. Additionally provides transportation assistance (bus passes) for participating families. (Funding Recommended: \$50,000)

Family Strengthening - (Child Health Investment Partnership of Roanoke Valley) Provide funds for one team comprised of a nurse and family case manager in conducting home visits to work with parents on issues such as housing, nutrition, pregnancy prevention, education, self-esteem building, employment and parenting skills. (Funding Recommended: \$17,699)

FDETC Business Training Initiative - (Fifth District Employment and Training Consortium) Provide job placement services for low to moderate income job seekers and work with local businesses to assist them in identifying the occupational skills needed by employees to effectively perform their jobs. Job placement services include skill assessments, pre-employment training and job retention skills training. (Funding Recommended: \$16,750)

Gateways to Homeownership – (Housing and Neighborhood Services) Funding to promote homeownership in the City through two components: the Mortgage Assistance Program, which provides partial grants to eligible homebuyers for downpayment and closing costs, and the Revolving Fund for Property Acquisition, for the City to acquire or to assist for-profit and nonprofit entities to acquire property for the development of affordable housing. (Funding Recommended: \$401,771)

Girl Scouts in Public Housing Communities - (Girl Scouts of Virginia Skyline Council) Provide a Girl Scout program for girls living in low-income housing communities. Objectives include activities held in community room at housing community, values-based, informal educational Girl Scout program, developing strong leadership and decision-making skills, developing self-potential, values, and contributing to society. (Funding Recommended: None)

Helping Elderly Live Pleasantly - (Total Action Against Poverty) Funding to provide grants for limited emergency repairs to the owner-occupied homes of eligible elderly and/or disabled individuals. Assistance is to be used in areas of the City other than those in the vicinity of the "Southeast By Design" project area. (Funding Recommended: \$67,000)

Hotel Roanoke 108 Loan Payment - (Finance Department) To pay principal and interest for the Hotel Roanoke Section 108 Loan of \$6,000,000, which assisted the renovation of the Hotel Roanoke and created 368 jobs, of which 216 were filled by low- or moderate-income persons. (Funding Recommended: \$554,507)

Housing Strategy Development – (Housing and Neighborhood Services) Funds to assist the preparation of a City-wide strategy to guide future affordable and other housing development. (Funding Recommended: \$50,000)

Independent Housing for Special Needs – (Housing & Neighborhood Services) Funding associated with constructing or converting a suitable property to rental units to be occupied by low- and moderate-income individuals who have sustained brain injuries. (Funding Recommended: \$200,000)

Individual Development Accounts Program – (Total Action Against Poverty) Provide funds to help lower-income Roanoke City residents become homeowners by offering intensive budget counseling, financial literacy training, free electronic tax filing assistance, homeownership counseling and education. (Funding Recommended: \$33,442)

Mandated Historic Review Services – (Management and Budget) Funds for reviews of HUD-assisted rehabilitation projects to ensure compliance with *Secretary of Interior Standards*. (Funding Recommended: \$5,000)

Mini and Neighborhood Development Grants - (Roanoke Neighborhood Partnership) To provide for competitive grants for CDBG-eligible member organizations for neighborhood projects. Mini-Grants support projects up to \$2,500 and require a 20% match from selected organizations. Neighborhood Development Grants support projects from \$2,500 to \$10,000, but do not require match. (Funding Recommended: \$50,000)

Northwest Building Proposal – (Boys & Girls Clubs of Roanoke Valley) Funds to assist the construction of a youth center in the Horton Park area. The facility would house after-school and other youth services for the surrounding neighborhoods. (Funding Recommended: None)

Planning Assistance for Target Neighborhoods – (Housing and Neighborhood Services) Funds to be used by the City, directly, through consultants or by other means, to determine the needs and appropriate strategies and/or projects that will guide future development in one or more neighborhoods targeted by City Council for concentrated, HUD-assisted revitalization efforts. (Funding Recommended: \$40,000)

Presbyterian Community Center Exterior Renovations – (Presbyterian Community Center) Funds to enhance the exterior appearance of this nonresidential structure, located at the eastern gateway of the Southeast By Design project area. (Funding Recommended: \$50,000)

RAM House - (Roanoke Area Ministries) Provides a comprehensive day shelter and a hot noon meal 365 days a year for the homeless and those at risk. They provide assessments, individual job search and follow up, refer participants to appropriate training or service agencies, and offer emergency assistance and referral services. Funding requested is for maintenance and operational expenses related to the shelter. (Funding Recommended: \$16,840)

RAM House Improvements – (Roanoke Area Ministries) Funds for rehabilitation of this homeless day shelter and service facility, including improvements for handicap accessibility needs. This is the first of five yearly \$20,000 installments, for a total of \$100,000 in assistance. (Funding Recommended: \$20,000)

Rebuilding Neighborhoods – (Rebuilding Together – Roanoke) Funds for limited repairs to housing owned and occupied by low- and moderate-income families. These funds will expand the number of units that may be assisted by this agency during its Spring 2004 activities. (Funding Recommended: \$25,000)

Resource Mothers - (Health Department) Provide counseling and supportive services to clients to increase the percentage of satisfactory birth outcomes of babies born to clients in the program and to aim to reduce the 32% repeat pregnancy rate among teens in the City to the current program level of less than 5%. (Funding Recommended: \$20,000)

Roanoke Valley Interfaith Hospitality Network - (Roanoke Valley Interfaith Hospitality Network) Through a network of congregations, shelter and meals are offered to families without homes for up to sixty days. During their stay, guests are able to seek housing and employment and save for rent, security deposits and utility deposits. Funding requested will provide direct client services for assistance with client housing, transportation, and discretionary costs and also for operational expenses related to the program. (Funding Recommended: \$9,900)

Small Business Development Center - (Roanoke Regional Chamber of Commerce) Continued funding for staffing and other operational costs associated with economic development activities that facilitate creation and expansion of employment opportunities in poverty areas within the City and for low- and moderate-income City residents. (Funding Recommended: \$70,350)

Southeast . . . By Design, Year Two – (Housing and Neighborhood Services, et al.) To continue revitalization in the Bullitt-Jamison corridor and vicinity. Funds will support a combination of activities, which may include housing, infrastructure, commercial facade and other improvements. (Funding Recommended: \$1,742,265)

Southeast Health Care Transportation Assistance – (Presbyterian Community Center) In cooperation with the Southeast Healthcare Commission, Presbyterian Community Center will provide contracted healthcare transportation for residents of Southeast to the Kuumba Community Health and Wellness Center located in the Northwest quadrant to ensure access to appropriate medical care. (Funding recommended: \$18,000)

Summer Camp Scholarships – (Boys & Girls Club) Provide summer camp scholarships for youth from disadvantaged circumstances in order for them to attend the Boys & Girls Clubs of Roanoke Valley. Objective is to provide a safe, structured environment for in-need youth, ages 5-12, for 10 hours/day, 5 days/week during non-school months of June-August through camp scholarships. (Funding Recommended: \$25,200)

Transition Program - (West End Center) Provide a transition program for teenage students to help them transition smoothly and successfully from high school and West End Center to college, vocational training or employment. (Funding Recommended: \$17,886)

Transitional Living Center - (Total Action Against Poverty) Combines long-term supportive housing and comprehensive case management services to enable homeless individuals and families to become self-sufficient. Funding requested is for maintenance expenses related to the shelter. (Funding Recommended: \$20,000)

TRUST House - (TRUST) Provides emergency and transitional shelter beds, for up to 90 days, case management, food, and transportation for clients. Funding requested is for maintenance and operational expenses related to the shelter, and also for essential services (drug screening, food, client development). (Funding Recommended: \$30,260)

Twelfth Street and Syracuse Ave. Project – (Habitat for Humanity in the Roanoke Valley) Funding for infrastructure associated with the development of affordable housing on this Habitat-owned parcel. (Funding Recommended: None)

Washington Park Housing Enhancement - (Roanoke Redevelopment and Housing Authority) The fifth installment toward fulfilling a total commitment of \$900,000 in housing assistance funding associated with the HOPE VI grant received by the RRHA. Funds will assist construction of new homes or the rehabilitation of substandard homes, including owner-occupied units, in the Washington Park area. (Funding Recommended: \$200,000)

YMCA 21st Century Learning Center - (YMCA Family Center Branch) Provide a five-day a week after school program and summer camp for at-risk teens ages 11-14. Purpose is to help underachievers become classroom achievers. (Funding Recommended: \$16,750)

YMCA Magic Place at Hurt Park and Morningside Elementary Schools - (YMCA of Roanoke Valley) Provide an after school program at the Hurt Park elementary school for at-risk children who live in the Hurt Park and surrounding housing community and at the Morningside Elementary School for children living in Southeast Roanoke. (Funding Recommended: \$32,297)

YWCA Youth Club - (YWCA of Roanoke Valley) To provide activities for youth, ages 10 to 15, to assist them in avoiding behaviors that put them at risk. Activities will focus on self-esteem, abstinence, education, socialization, leadership, career development, substance abuse education and related development. (Funding Recommended: \$16,750)

2003-2004 HUD Funding Recommendations

Funding by Category:	Community Development Activities	\$2,765,336
	Economic Development Activities	724,857
	Homeless Services Activities	77,000
	Human Services Activities	341,444
	Planning and Other Activities	<u>120,000</u>
	Total	\$4,028,637

Breakout: Total 03-04 Funding for "Southeast . . . By Design" and Related Activities	\$1,902,915
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Funding by Project:

Project Name	Agency	Current	Requested	For 03-04
Apple Ridge Summer Camp and Reading Program	Apple Ridge Farm	\$26,000	\$17,420	\$17,420
CET Pre-Employment Training	TAP This Valley Works	25,000	17,420	0
Daycare Services Initiative	Management and Budget	0	15,000	15,000
Demolition	Housing & Neighborhood Svcs	90,000	90,000	90,000
Emergency Assistance Fund	Social Services	55,000	35,000	35,000
Empowering Individuals w/ Disabilities	Blue Ridge Independent Living Center	65,000	65,000	43,550
Fair Housing Activities	Housing & Neighborhood Svcs	25,000	10,000	10,000
Family Services & Pathways Program	Presbyterian Community Center	50,000	50,000	50,000
Family Strengthening	Child Health Investment Partnership	26,816	17,699	17,699
FDETC Business Training Initiative	Fifth District Employment and Training Cons.	25,000	40,000	16,750
Gateways to Homeownership	Housing & Neighborhood Svcs	0	401,771	401,771
Girl Scouts in Public Housing Communities	Girl Scouts of Virginia Skyline Council	0	25,000	0
Helping Elderly Live Pleasantly	Total Action Against Poverty	100,000	75,250	67,000
Hotel Roanoke 108 Loan Payment	Finance Dept.	552,021	554,507	554,507
Housing Strategy Development	Housing & Neighborhood Svcs	0	50,000	50,000
Independent Housing for Special Needs	Housing & Neighborhood Svcs	0	200,000	200,000
Individual Development Accounts Program	Total Action Against Poverty	0	33,442	33,442
Mandated Historic Review Services	Management and Budget	7,500	5,000	5,000
Mini & Neighborhood Development Grants	Roanoke Neighborhood Partnership	55,000	50,000	50,000
Northwest Building Proposal	Boys & Girls Club	0	500,000	0
Planning Assistance for Target Neighborhoods	Housing & Neighborhood Svcs	60,000	40,000	40,000
Presby. Community Center Exterior Renovations	Presbyterian Community Center	0	50,000	50,000
RAM House	Roanoke Area Ministries	15,000	16,840	16,840
RAM House Improvements	Roanoke Area Ministries	0	100,000	20,000
Rebuilding Neighborhoods	Rebuilding Together - Roanoke	0	25,000	25,000
Resource Mothers	Health Department	32,237	30,000	20,000
Roanoke Valley Interfaith Hospitality Network	Roanoke Valley Interfaith Hospitality Network	11,000	9,900	9,900
Small Business Development Center	Roanoke Regional Chamber of Commerce	105,000	70,350	70,350
Southeast . . . By Design, Year Two	Housing & Neighborhood Svcs, et al.	1,499,594	1,742,265	1,742,265
Southeast Health Care Transportation	Presbyterian Community Center	12,000	18,000	18,000
Summer Camp Scholarships	Boys & Girls Club	0	25,200	25,200
Transition Program	West End Ctr	27,000	17,886	17,886
Transitional Living Center	Total Action Against Poverty	25,000	30,000	20,000
TRUST House	TRUST	25,000	33,000	30,260
Twelfth Street and Syracuse Avenue Project	Habitat for Humanity in the Roanoke Valley	0	151,771	0
Washington Park Housing Enhancement	Rke Redev. and Housing Authority	485,000	200,000	200,000
YMCA 21st Century Learning Center	YMCA Family Center Branch	25,000	37,215	16,750
YMCA Magic Place at Hurt Park & Morningside	YMCA of Roanoke Valley	39,611	32,297	32,297
YWCA Youth Club	YWCA	25,000	16,750	16,750
Totals		\$3,488,779	\$4,898,983	\$4,028,637

2003-2004 HUD Funding Recommendations

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Emergency Assistance Fund	Social Services	55,000	35,000	35,000
Empowering Individuals w/ Disabilities	Blue Ridge Independent Living Center	65,000	65,000	43,550
Fair Housing Activities	Housing & Neighborhood Svcs	25,000	10,000	10,000
Family Services & Pathways Program	Presbyterian Community Center	50,000	50,000	50,000
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Totals		\$3,488,779	\$4,898,983	\$4,028,637

WMH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION endorsing the update to the Capital Improvement Program submitted by the City Manager by letter of May 12, 2003.

WHEREAS, by letter of May 12, 2003, and the attachments to such letter, the City Manager and Director of Finance have presented an update to the City's 5-Year Capital Improvement Program for Fiscal Years 2004-2008, in the recommended Resource Allocation Plan totaling \$323,433.304. Additions for Fiscal Year 2004 consist of funding for Municipal North Renovation in the amount of \$2,000,000, for Public Works Service Center - Phase II Improvements in the amount of \$1,000,000, and for Storm Water Management - Phase I in the amount of \$11,000,000, for the Church Avenue West Parking Garage in the amount of \$7,200,000, for the Roanoke Centre for Industry and Technology - Phase V in the amount of \$1,750,000, for the Roanoke River Flood Reduction Project in the amount of \$4,521,169, and for the Roanoke Centre for Research and Technology - Phase II in the amount of \$9,105,000, totaling \$36, 576, 169, which represents an investment in the future of Roanoke and offers the City the opportunity to significantly improve its facilities and physical resources while strengthening the City's economic base;

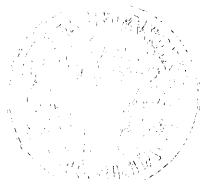
WHEREAS, the Program will require additional funding totaling \$36, 576,169 and the funding recommendation proposed is affordable and consistent with previous discussions by City Council and actions taken by City Council; and

WHEREAS, this Council is desirous of endorsing the recommended update to the City's Capital Improvement Program;

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that this Council endorses and concurs in the recommendations of the City Manager and Director of Finance for a certain update to the 5-year Capital Improvement Program for the City of Roanoke for Fiscal Years 2004-2008, and the related funding recommendations, as set out in the letter of the City Manager, dated May 12, 2003, and the attachments to such report.

ATTEST:

City Clerk.



CITY OF ROANOKE OFFICE OF THE CITY MANAGER

Noel C. Taylor Municipal Building
215 Church Avenue, S.W., Room 364
Roanoke, Virginia 24011-1591
Telephone: (540) 853-2333
Fax: (540) 853-1138
CityWeb: www.roanokegov.com

May 12, 2003

Honorable Ralph K. Smith, Mayor
Honorable C. Nelson Harris, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable William H. Carder, Council Member
Honorable M. Rupert Cutler, Council Member
Honorable Alfred T. Dowe, Jr. Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Capital Improvement Program
Update for FY 2004-2008

Background:

The Capital Improvement Program (CIP) for Fiscal Years 2004-2008 is a plan recommended for approval by City Council for capital expenditures to be incurred over the next five years in order to address the priority long-term capital needs of Roanoke. The CIP reflects the current status of projects which have previously been approved and funded by City Council plus seven new recommended projects, and is a revision to the Fiscal Years 2003-2007 Capital Improvement Program approved by City Council on May 13, 2002.

Considerations:

On April 21, 2003, City Council received the proposed Capital Improvement Program for Fiscal Years 2004-2008 as part of the Recommended Resource Allocation Plan. The Capital Improvement Program Summary Section in this document summarizes projects and shows additional funding required.

The Capital Improvement Program for Fiscal Years 2004-2008 is comprised of capital projects with an estimated cost of project completion totaling \$323,433,304. Seven new projects are included in this total that require additional funding of \$36,576,169:

Municipal North Renovation – FY2005 **\$2,000,000**
Renovation of the 57,000 square foot facility to accommodate new tenants after the relocation of the Department of Social Services to the Civic Mall facility on Williamson Road – to be cash funded in FY 2005.

Public Works Service Center - Phase II – FY 2005 **\$1,000,000**
Next phase of improvements at this 24 year-old facility to include the reconfiguration of existing interior space within the main building to accommodate administrative office space needs and improve efficiency, and the reconfiguration and reassignment of space on the site to accommodate parking and storage needs for vehicles, equipment, and material – to be cash funded in FY 2005.

Stormwater Management Program – Phase I – FY 2005 **\$11,000,000**
First phase of work to begin addressing over \$50 million in storm drainage projects throughout the City – to be funded from an \$11 million bond issue in FY 2005. A new stormwater management fee will be recommended to provide adequate revenues to repay the debt.

Church Avenue West Parking Garage – FY 2006 **\$7,200,000**
Construction of a 500-space facility in the Church Avenue corridor extending from 3rd Street to 7th Street to be funded from a \$7.2 million bond issue in FY 2006. While Century Station Parking Garage bonds will be refunded in FY 2004 to provide \$360,000 in annual funding for the project, a general increase in parking rates system-wide will also be needed to repay the debt.

Roanoke Center for Industry and Technology - Phase V – FY 2006 **\$1,750,000**
Grading and roadway construction costs to open site “E” for future development – to be cash funded in FY 2006.

Roanoke River Flood Reduction Project – FY 2007 **\$4,521,169**
Additional local funding projected to be needed for this \$64 million project based on current Corps of Engineers project cost estimates – to be funded from a \$4.5 million bond issue in FY 2007.

Riverside Centre for Research and Technology - Phase II – FY 2007 **\$9,105,000**
Next phase of property acquisition to facilitate continued development of this project in the South Jefferson Redevelopment Area – to be funded from a \$5.4 million bond issue in FY 2007 and proceeds from the sale of property in the project area.

Several actions are required of Council to continue implementation of the CIP at this time.

Recommended Action:

Approve the following new capital projects recommended in this CIP update, requiring additional funding of \$36,576,169:

- Municipal North Renovation \$ 2,000,000
 - Public Works Service Center - Phase II \$ 1,000,000

 - Stormwater Management Program – Phase I \$11,000,000
 - Church Avenue West Parking Garage \$ 7,200,000
 - Roanoke Center for Industry and Technology – Phase V \$ 1,750,000
 - Roanoke River Flood Reduction Project \$ 4,521,169
 - Riverside Center for Research and Technology – Phase II \$ 9,105,000
- Appropriate \$981,102 included in the FY 2003-04 Transfers to Capital Projects Account (001-250-9310-9508) to the respective capital project accounts established by the Director of Finance for the following projects:
 - \$150,000 to Capital Project Account (008-052-9549) for Bridge Maintenance
 - \$341,280 to Capital Project Account (008-530-9678) for Fire/EMS Facility Improvements Program
 - \$199,274 to Capital Project Account (008-530-9736) for NPDES Phase II - Stormwater Management
 - \$145,548 to Capital Project Account (008-530-9800) for Traffic Signals
 - \$145,000 to Capital Project Account (008-530-9799) for Traffic Calming Initiatives

Respectfully submitted,



Darlene L. Burcham
City Manager

DLB:afs

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM03-00072

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to amend and reordain certain sections of the 2003-2004 Capital Projects Fund Appropriations, and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke that certain sections of the 2003-2004 Capital Projects Fund Appropriations be, and the same are hereby, amended and reordained to read as follows, in part:

Appropriations

Public Safety		\$ 8,576,083
Fire/EMS Facility Improvements Program (1).....		1,280,120
Streets and Bridges		\$27,600,007
Bridge Maintenance (2)		1,605,430
Storm Drains		\$ 3,716,105
NPDES Phase 2 (3).....		459,274
Traffic Engineering		\$ 5,931,178
Traffic Calming Initiatives (4)		381,870
Traffic Signal Systems (5).....		475,548

Revenue

Non-Operating		\$ 981,102
Transfer from General Fund (6).....		981,102
1) Appropriated from General Revenue	(008-530-9678-9003)	\$ 341,280
2) Appropriated from General Revenue	(008-052-9549-9003)	150,000
3) Appropriated from General Revenue	(008-530-9736-9003)	199,274
4) Appropriated from General Revenue	(008-530-9799-9003)	145,000

5) Appropriated from General Revenue	(008-530-9800-9003)	\$ 145,548
6) Transfer from General Fund	(008-110-1234-1037)	981,102

Pursuant to the provisions of Section 12 of the City Charter, the second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.

WMT

IN THE CITY COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE providing for certain supplemental benefits under the City of Roanoke Pension Plan to certain members of such Plan and certain of their surviving spouses; providing for an effective date; and dispensing with the second reading by title of this ordinance.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. The retirement allowance payable on account of certain members of the City of Roanoke Pension Plan being defined in Paragraph 2 infra who retired on or before July 1, 2002, shall effective July 1, 2003, be increased by one and four tenths percent (1.4%) of itself, not including any incentive payments made under the Voluntary Retirement Incentive Program established by Ordinance No. 30473-41591, adopted April 15, 1991, and not including any Retirement Supplement, as provided for in §22.2-61, Retirement Supplement, of the Code of the City of Roanoke (1979), as amended (hereinafter "City Code"), calculated as of July 1, 2003.

2. The increase in benefits provided for in Paragraph 1 of this ordinance shall apply to the following categories of persons entitled to receive benefits under the City of Roanoke Pension Plan only:

- a. Any member of the Employees' Supplemental Retirement System (hereinafter "ESRS") or of the Employees' Retirement System (hereinafter "ERS") retired under §22.2-43, Normal Service Retirement, or under §22.2-47, Retirement and Service Retirement Allowance Generally, respectively, of the City Code.

- b. Any member of ESRS or ERS retired under §22.2-50, Nonoccupational Disability Retirement Allowance, of the City Code; or
 - c. Any member of ESRS or ERS retired under §22.2-51, Occupational Disability Retirement Allowance, of the City Code; or
 - d. Any member of the ESRS retired under §22.2-44, Early Service Retirement Allowance, or §22.2-45, Vested Allowance, or any member of ERS retired under §22.2-48, Early Service Retirement Allowance, or §22.2-49, Vested Allowance, of the City Code; or
 - e. Any surviving spouse of a member, provided such surviving spouse is entitled to benefits under Article IX, Payment of Benefits, of Chapter 22.2, Pensions and Retirement, of the City Code, and further provided that the deceased member through whom the surviving spouse is entitled to benefits would qualify, if alive, under paragraph 2.a., 2.b., 2.c., or 2.d. of this ordinance; or
 - f. Any member retired under §22.2-75, Pensions for Members of Police and Fire Departments as of December 31, 1945, of Chapter 22.2, Pensions and Retirement, of the City Code, or the surviving spouse of any such member.
3. This ordinance shall be in full force and effect on July 1, 2003.
4. Pursuant to the provisions of Section 12 of the Roanoke City Charter, the

second reading of this ordinance by title is hereby dispensed with.

ATTEST:

City Clerk.



RALPH K. SMITH
Mayor

CITY OF ROANOKE

CITY COUNCIL

215 Church Avenue, S.W.
Noel C. Taylor Municipal Building, Room 456
Roanoke, Virginia 24011-1536
Telephone: (540) 853-2541
Fax: (540) 853-1145

Council Members:
William D. Bestpitch
William H. Carder
M. Rupert Cutler
Alfred T. Dowe, Jr.
C. Nelson Harris
Linda F. Wyatt

May 8, 2003

The Honorable Mayor and Members
of the Roanoke City Council
Roanoke, Virginia

Dear Mayor Smith and Members of Council:

This is to request that Council convene in a Closed Meeting to discuss the performance of a Council-Appointed Officer, pursuant to Section 2.2-3711 (A)(10), Code of Virginia (1950), as amended.

With best regards, I am

Sincerely,

A handwritten signature in black ink, reading "C. Nelson Harris".

C. Nelson Harris, Chair
Personnel Committee

CNH:sm